

(Translation from the Portuguese original)

#### SONAE - SGPS, S.A.

Registered Head Office: Lugar do Espido, Via Norte, Maia Share Capital: 2,000,000,000 Euros Registered at Maia Commercial Registry Sole registration and tax number 500 273 170 Public Company

# SHAREHOLDERS' ANNUAL GENERAL MEETING

#### **NOTICE OF MEETING**

As required by Portuguese Company Law and the Company's Articles of Association, notice is hereby given that the Shareholders' Annual General Meeting will be held at the Company's registered office, on 30<sup>th</sup> April 2019, at 11:00 a.m., with the following agenda:

- 1. Discuss and approve the Company's Annual Report, balance sheet and the individual and consolidated accounts for the year ended 31 December 2018;
- 2. Decide on the proposed appropriation of the financial year net result;
- 3. Assess the management and audit of the Company;
- 4. Decide on the election of the Chairman and the Secretary of the Shareholders' General Meeting, the members of the Board of Directors, the Statutory Audit Board, and the Shareholders' Remuneration Committee for the four-year mandate 2019-2022;
- 5. Decide on the election of the Statutory External Auditor of the Company for the four-year mandate 2019-2022:
- 6. Decide on remuneration of the Shareholders' Remuneration Committee:
- 7. Decide on the remuneration policy of the statutory governing bodies as well as the share attribution plan and the respective regulation, to be executed by the Shareholders' Remuneration Committee;
- 8. Decide, pursuant to article 8 of the Articles of Association, on the applicable principles to an eventual issuance of convertible bonds, as may be decided by the Board of Directors;
- 9. Decide on the suppression of the shareholders' pre-emptive right in the subscription of an issuance of convertible bonds, pursuant to agenda item 8, as may be eventually decided by the Board of Directors;
- 10. Decide on the increases of share capital eventually necessary for the conversion of convertible bonds that, pursuant to agenda item 8, may be decided by the Board of Directors;
- 11. Decide on the authorisation for the purchase and sale of own shares up to the legal limit of 10%;
- 12. Decide on the authorisation for the purchase and sale of bonds issued by the Company up to the legal limit of 10%:
- 13. Decide on the authorisation for the purchase and/or for the holding of shares of the Company by its subsidiaries, under the applicable terms of article 325-B of the Portuguese Companies Act.

**SONAE - SGPS, S.A.** Lugar do Espido Via Norte Apartado 1011 4471-909 Maia Portugal



The Annual Reports and the available proposals pertaining to the agenda will be available, as from the date of publication of this notice, for consultation at the Company's head office, during office hours, as well on the Company's website – <a href="www.sonae.pt">www.sonae.pt</a> - and on the Portuguese Securities Market Commission ("CMVM")'s Information Disclosure System.

Shareholders are also hereby notified of the following:

# I – Participation at the General Meeting and Exercise of the Voting Right

- a) The General Meeting will be solely composed of shareholders:
  - i. That at the Record Date, corresponding to 00:00 hours (GMT) of the fifth trading day before the convening of the General Meeting, the 23<sup>rd</sup> April 2019, hold shares that entitled them to, at least one vote, according to law and the Company's articles of association;
  - ii. That have declared until 00:00 hours (GMT) of the 23<sup>rd</sup> April 2019, in writing, to the Chairman of the Board of the Shareholders' General Meeting and to the financial intermediary where their respective individual securities account are open, their intention to participate in the meeting. For this purpose, the shareholders may use the forms available at the Company's head office and at <a href="https://www.sonae.pt">www.sonae.pt</a>, as from the present date. The statement of intention to participate in the General Meeting must be addressed to the Chairman of the Board of the Shareholders' General Meeting and either sent by post or by email to <a href="https://presidenteMesaSonaeAGA2019@sonae.pt">PresidenteMesaSonaeAGA2019@sonae.pt</a>, as long as received within the abovementioned deadline:
  - iii. Whose financial intermediaries, after being informed of the shareholder's intention to participate at the General Meeting, according to item ii. above, send to the Chairman of the Board of the Shareholders' General Meeting, information pertaining to the number of shares registered in the name of the respective client shareholder, by reference to the Record Date, until 00:00 (GMT) of the 24th April 2019. This information can be sent either by post or by mail sent to <a href="mailto:PresidenteMesaSonaeAGA2019@sonae.pt">PresidenteMesaSonaeAGA2019@sonae.pt</a>.
- b) The exercise of the voting right shall not be impaired by any transfers of shares executed after the Record Date, nor shall it be subject to share blockage between the Record Date and the date of the General Meeting. Nevertheless, any shareholder who, may have given notice of his/her/its intention to participate in the General Meeting, and transfers his/her/its shares between the Record Date and the end of the General Meeting must immediately report such fact to CMVM and to the Chairman of the Board of the Shareholders' General Meeting. This information can be sent either by post or by mail sent to <a href="mailto:PresidenteMesaSonaeAGA2019@sonae.pt">PresidenteMesaSonaeAGA2019@sonae.pt</a>;
- c) The shareholders who, as professionals, hold shares in their own name but on behalf of their clients, may vote with their shares in different directions, provided that, in addition to information described in items ii. and iii. of paragraph a) above, submit to the Chairman of the Board of the Shareholders' General Meeting, until 00:00 (GMT) of the 24th April 2019, by using any sufficient and proportional means of proof:
  - i. The identification of each client and the number of shares entitled to vote on such client's behalf;
  - ii. The voting instructions given by each client specifically for each item on the agenda.

II – Rights to request the inclusion of additional items on the agenda, the submission of resolution proposals and to receive information at the General Meeting of Shareholders



- a) Only shareholders who hold shares corresponding to at least 2% of the share capital of the Company may request:
  - The inclusion of new items on the agenda, under the terms of article 378 of the Portuguese Companies Act, as long as the request is accompanied by a resolution proposal for each requested item;
  - ii. The inclusion of resolution proposals regarding the items mentioned on or added to the agenda.

The said requests must be addressed to the Chairman of the Board of the Shareholders' General Meeting within the 5 days following the date of the publication of this notice.

b) Any shareholder is entitled to information at the General Meeting, and may request for true, detailed and clear information so as to permit him/her/it to form a grounded opinion on the matters submitted to resolution. The information obligation includes relations between the Company and any of its affiliate companies. Any information requested shall be given by the corporate body qualified therefore and may only be withheld in the event its disclosure might cause serious harm to the Company, or to a related company, or a violation of secrecy as imposed by law.

## III - Representation at the General Meeting

a) Shareholders may be represented at the General Meeting by means of a written representation instrument, addressed and delivered to the Chairman of the Board of the Shareholders' General Meeting no later than the beginning of the General Meeting, indicating the name and address of the nominated representative and the date of the General Meeting. For this purpose, the shareholder may use the email address PresidenteMesaSonaeAGA2019@sonae.pt.

Any shareholder may appoint different representatives as to shares held in different securities accounts, without prejudice however to the principle of the voting units, as set forth in article 385 of the Portuguese Companies Act.

#### IV - Written Voting

- a) Written voting papers shall only be considered valid, if they are received at the Company's registered office, by way of registered post with confirmation of receipt, and addressed to the Chairman of the Board of the Shareholders' General Meeting, or by electronic means, by 18:00 hours (GMT) of the 24<sup>th</sup> April 2019, subject, in any case, to providing timely proof of shareholding with reference to the Record Date, as set out in a) of Section I above.
- b) Written voting papers must be sent by registered post and signed by the shareholders or by their legal representative and, in the case of an individual shareholder, should be accompanied by a certified copy of his/her identity card or passport, pursuant to article 5, no. 2, of the Law no. 7/2007, of 5th February, with the wording introduced by Law no. 32/2017, of 1st June, or, alternatively, have his/her signature authenticated, in accordance with the applicable law, and, in the case of a corporate shareholder, signatures should be authenticated as duly authorised and mandated for the purpose.
- c) Written voting papers sent by electronic means must respect the following requirements:
  - i. Shareholders must request the right to vote in writing by electronic means by sending the



form "Exercise of voting right by electronic means" duly filled in, namely with the indication of an email and a password, and with the signature authenticated, under the applicable legal terms, to the Company's registered office, by way of registered post with acknowledgment of receipt, no later than 18:00 hours (GMT) of the 18th April 2019;

- ii. After receiving the form "Exercise of Voting Right by Electronic Means", within the deadline set forth in the previous item, as well as the proof of ownership, as set forth in items ii. and iii. of paragraph a) of Section I above, the Company will send to the email indicated by the shareholder a counter password which, together with the password created by him/her in the form "Exercise of Voting Right by Electronic Means" will allow him/her access to an electronic ballot at <a href="https://www.sonae.pt">www.sonae.pt</a>;
- iii. The shareholder may exercise his/her/it voting right until 18:00 hours (GMT) of the 24th April 2019.
- d) Written voting papers shall only be considered valid when they clearly set out in an unambiguous manner:
  - i. The agenda item or items to which they refer;
  - ii. The specific proposal to which they relate, with an indication of the respective proponent or proponents;
  - iii. The precise and unconditional voting intention on each proposal.
- e) The written voting paper will be considered revoked in case the shareholders, or the respective legal representative, are present at the Shareholders' General Meeting.
- f) It is assumed that shareholders who send written voting papers abstain from voting any proposals that are not specifically included in their written voting papers, and have been presented previously to the voting papers casting date.
- g) Written voting papers shall be deemed as votes against any proposals presented after the casting of such written voting papers.
- h) The Chairman of the Board of the Shareholders' General Meeting, or his or her substitute, is responsible for verifying that written voting papers comply with all the above requirements and, any that are not accepted, are treated as null and void.
- i) In order to maintain confidentiality, postal votes must be placed in sealed envelopes, marked "Casting of Postal Vote", and the sealed envelope should be sent in the letter referred to in a) of Section IV above.

Shareholders are furthermore informed that at the Company's website <a href="www.sonae.pt">www.sonae.pt</a> and at the Company's head office, there are available, as from the present date: (i) the forms for the declaration of the intention to participate in the General Meeting, mentioned in ii. of a) of Section I above; (ii) a template for the representation instrument, for the purpose of a) of Section III above; (iii) the ballot forms for postal voting, referred to in b) of Section IV above; and (iv) the form to request the "Exercise of voting right by electronic means", mentioned in i. of c) of Section IV above.



The Shareholders' General Meeting shall meet in first instance provided that shareholders representing over fifty per cent of the Company's share capital are present or represented.

If this quorum is not reached on the scheduled date, the meeting is rescheduled for 17<sup>th</sup> May 2019, at the same time and place, when no minimum quorum will be required.

### **Data Protection**

The personal data furnished to the Company by the shareholders, the financial intermediaries and their representatives, in the exercise of their right to participate, being representing, and vote in the shareholders' general meeting, directly or indirectly thorough their intermediaries, will be treated by the Company to manage its relationship with the shareholders, pursuant to the shareholders' general meeting, in the fulfilment of the Company's legal obligations.

Maia, 28th March de 2019

The Chairman of the Board of the Shareholders' General Meeting,

(Manuel Cavaleiro Brandão)