

### RIGHT TO INFORMATION. PROCEDURE

In accordance with the provisions of Articles 197, 272, 287, 518, 520, 529.novodecies and 539 of the Spanish Companies Act, from the date of publication of this notice of meeting, Shareholders are entitled to obtain or be sent, free of charge, copies of: (i) the individual annual financial statements, the management report and the auditor's report for the fiscal year ended 31 December 2019, as well as the consolidated financial statements, the management report for the Group, the auditor's report and the consolidated statement of non-financial information for the same fiscal year, under the provisions of Article 272 of the Spanish Companies Act; (ii) the proposed amendment of the Articles of Association as well as the Board of Directors report in relation to that amendment proposal; and (iii) the Directors' Remuneration Policy, as well as the reasoned proposal of the Board of Directors and the report on the Policy drawn up by the Appointments and Remuneration Committee, in accordance with the provisions of Article 529.novodecies.2 of the Spanish Companies Act.

In addition, from the date of publication of the notice of the meeting, Shareholders have the right to examine the documents listed below at the social address (calle Arapiles, 14, 28015 Madrid), from 09:00 to 14:00 and 17:00 to 20:00, Monday to Friday, or via the Company's corporate website ([www.tecnicasreunidas.es](http://www.tecnicasreunidas.es)), where they will be available to be consulted at any time from the publication of the notice until the holding of the Annual General Meeting.

- The notice of meeting.
- The full text of the resolutions proposed by the Board of Directors corresponding to the items on the agenda to be submitted to the Annual General Meeting of Shareholders for approval, as well as, where applicable, any proposed resolutions submitted by the Shareholders.
- The number of shares and voting rights on the date of the notice of meeting.
- The Company's individual annual financial statements (balance sheet, income statement, statement of recognised income and expenses, statement of changes in equity, cash flow statement and notes to the financial statements), management report and the auditor's report for the year ended 31 December 2019, as well as the consolidated financial statements, the management report for the consolidated Group and the auditor's report for the same fiscal year.
- The consolidated statement of non-financial information for the fiscal year ended 31 December 2019.

- The proposal by the Audit and Control Committee to re-elect the external auditors.
- The identity, curriculum vitae and category of the directors whose appointment or re-election is proposed to the Annual General Meeting, as well as the corresponding mandatory reports and proposals from the Board of Directors and the Appointments and Remuneration Committee on this item.
- The Board of Directors Report on the proposed amendment of the Articles of Association, which includes the integral text of the proposed amendment.
- The Board of Directors Report on the proposed amendment of the Regulations of the Annual General Meeting, which includes the integral text of the proposed amendment.
- The Board of Directors Report on the proposed delegation in favour of the Board of Directors, for five years and with the express power of substitution, of the power to issue debentures, bonds and other fixed-income securities that are convertible or exchangeable for Company shares, as well as warrants and any other instruments that give the right to acquire newly-issued or outstanding Company shares, up to a limit of €200,000,000 and with the power to totally or partially exclude the pre-emption right to a limit of 50% of the share capital at the moment of this delegation; authorisation to re-draft the pertinent articles of association, as necessary.
- The Directors' Remuneration Policy, the reasoned proposal by the Board of Directors and the Report by the Appointments and Remuneration Committee on this Policy.
- The applicable rules for appointing proxies and remote voting, and the documentation required for this purpose, including the procedure for obtaining the attendance, proxy and remote voting card.
- The rules for telematic attendance.
- The attendance, proxy and remote voting card.
- The applicable rules for exercising the right to information.
- The current Articles of Association.
- The current Regulations of the Annual General Meeting.
- The current Regulations of the Board of Directors.
- The Annual Corporate Governance Report for 2019.
- The Annual Report on Directors' Remuneration for 2019.
- The Report on the operation of the Audit and Control Committee corresponding for year 2019.

- The Report on the operation of the Appointments and Remuneration Committee for year 2019.
- The Report by the Audit and Control Committee on Related-party Transactions in 2019.
- The Report by the Audit and Control Committee on the Independence of the External Auditor.
- The Internal Code of Conduct in Securities Markets.
- The Regulations of the Shareholder E-Forum.
- As applicable, any valid requests for information, clarification or questions from Shareholders exercising their right to information and any answers provided by the directors.

Requests for documentation may be submitted or sent to the Company by post to the address given above or by electronic means to the email address [att\\_acc@trsa.es](mailto:att_acc@trsa.es). In the latter case, in order that the system can adequately ensure the identification and authentication of the Shareholder exercising their right to information, they must include an advanced or recognised electronic signature under the terms set out in Law 59/2003 of 19 December on electronic signatures, based on a valid recognised electronic certificate issued by the Spanish Public Certification Authority (CERES), which operates under the Fábrica Nacional de Moneda y Timbre - Real Casa de la Moneda (FNMT-RCM), or provide identification by means of an electronic national identity card or obtaining the user credentials and password that the Shareholder will receive at the email address after verifying the identity and the status as a shareholder by completing the registration form available on the Company's corporate website ([www.tecnicasreunidas.es](http://www.tecnicasreunidas.es)). Unless the Shareholder indicates otherwise, the Company may respond to requests for information received at the email address above by replying to the email address of the Shareholder submitting the request.

Regardless of the means used to submit requests for information, the Shareholder's request must include their name and surname(s), with proof of the number of shares that they own.

Until and including the fifth day before the Annual General Meeting, Shareholders may make a written request for any information or clarification they consider necessary from the Board of Directors or make a verbal request during its proceedings. They may also submit the questions they consider relevant regarding the matters on the Agenda, the publicly accessible information submitted by the Company to the National Securities Market Commission since the previous Annual General Meeting, i.e. since 26 June 2019, and the audit report. For this purpose, Shareholders should contact the Shareholder Services Department (telephone 911582255 or email [att\\_acc@trsa.es](mailto:att_acc@trsa.es)), identifying



themselves as Shareholders by providing their name and surname(s) or company name, national identification number (NIF) and the number of shares they hold, all under the above terms.

It is the Shareholder's responsibility to provide evidence that the request has been sent to the Company in due form and time. The Company's corporate website ([www.tecnicasreunidas.es](http://www.tecnicasreunidas.es)) will provide detailed explanations regarding the exercise of Shareholders' right to information, under the terms set out in the applicable legislation.

In addition, for the purpose of facilitating the exercise of their rights, persons with disabilities and older people, as well as any other Shareholders who so wish, may consult the Company's corporate website ([www.tecnicasreunidas.es](http://www.tecnicasreunidas.es)), send an email to [att\\_acc@trsa.es](mailto:att_acc@trsa.es) or telephone the Shareholder Helpline on 911582255.