



PIAGGIO GROUP

**Piaggio & C. S.p.A.**

**Procedure for the fulfilment of *Internal Dealing* obligations**

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## INTRODUCTION

This Procedure regulates the disclosure obligations concerning transactions with financial instruments carried out by Relevant Parties and Persons Closely Associated with them, as identified in the Procedure, in order to ensure greater transparency towards the market and adequate preventive measures against market abuse and, in particular, against insider trading.

The Procedure is adopted by Piaggio & C. S.p.A. in implementation of the provisions in Article 19 of Regulation (EU) No 596/2014 of the European Parliament and of the Council of 16 April 2014 on market abuse (*Market Abuse Regulation - MAR*), supplemented by Articles 7 and following of Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 and Commission Implementing Regulation (EU) 2016/523 of 10 March 2016.

Furthermore, the Procedure must be applied and interpreted in accordance with the ESMA guidelines (including the ESMA Q&A, as defined below) and CONSOB as regards their respective areas of competence.

This Procedure, in force since 3 July 2016, was last updated on 8 November 2024, in order to incorporate the amendments made by Law no. 21 of 5 March 2024. These updates will become effective on 12 November 2024. Any subsequent changes and/or amendments shall enter into force on the day of publication of the Procedure on the Company website, or on the day otherwise provided for by law or regulation or by resolution of the Board of Directors, or, in the event of urgency, by the Chairman of the Board of Directors or by the Chief Executive Officer.

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## 1. DEFINITIONS

For the purposes of this Procedure, the terms and the expressions below, where they begin with a capital letter, have the meaning attributed to them in this Article 1 or in this Procedure: Where the context so requires, terms defined in the singular also maintain the same meaning in the plural and vice versa.

<b>Working Day</b>	every day except Saturday, Sunday and other public holidays according to the national calendar.
<b>Letter of Acceptance</b>	the letter of acceptance of the Procedure - drawn up according to the template attached to the Information Letter in Attachment "B".
<b>Information Letter</b>	the information letter of the Procedure drafted according to the template in Attachment "B" of the Procedure.
<b>List of Relevant Parties</b>	the list of Relevant Parties
<b>List of Persons closely associated with Relevant Parties</b>	the list of Persons closely associated with Relevant Parties.
<b>MAR</b>	Regulation (EU) no. 596/2014 of the European Parliament and of the Council of 16 April 2014 on Market Abuse ( <i>Market Abuse Regulation</i> ).
<b>Notification Template</b>	the template for the notification and communication to the public of Transactions carried out by Relevant Parties and Persons Closely Associated with them, reproduced as a hard copy <i>as</i> Attachment "C" to this Procedure.
<b>Transactions</b>	the transactions to be disclosed, indicated, by way of example and not exhaustively, in Attachment "A" of this Procedure.
<b>Material Transactions</b>	the transactions as defined in Article 7 of the Procedure.
<b>Persons closely associated with the Relevant Parties</b>	the parties as defined by Article 3.1.
<b>Procedure</b>	the present procedure for the fulfilment of the obligations regarding <i>internal dealing</i> , including the related Attachments which constitute an integral part thereof.
<b>ESMA Q&amp;A</b>	the <i>Questions and Answers on the Market Abuse Regulation</i> , prepared and updated by ESMA ( <i>European Securities and Markets Authority</i> ), in the latest version made available on its own website.
<b>Trading Venue</b>	a trading venue as defined in Article 4, paragraph 1, point 24 of Directive 2014/65/EU, i.e. a regulated market, a multilateral trading facility or an organised trading facility.

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<b>Company or Issuer</b>	Piaggio & C. S.p.A., with its registered office in Pontedera, Via Rinaldo Piaggio no. 25.
<b>Interested Party</b>	the party as defined by Article 9.2.
<b>Designated Party</b>	the Head of the Issuer's Corporate Affairs Division who, for the purposes of this Procedure, has the functions, obligations and responsibilities indicated therein.
<b>Relevant Parties</b>	the parties as defined by Article 2.1.
<b>Financial Instruments</b>	the financial instruments referred to in Article 5.
<b>Consolidated Law on Finance</b>	Legislative Decree no. 58/1998.

## 2. RELEVANT PARTIES

2.1 For the purposes of this Procedure, Relevant Parties shall be deemed to be those persons who are relevant for MAR purposes, and therefore shall mean:

- (i) the members of the Company's administrative or supervisory body;
- (ii) senior managers, identified by the Board of Directors, who, although not members of the bodies referred to in letter (i), have regular access to Inside Information directly or indirectly regarding the Company and hold the power to adopt management decisions that may affect the future evolution and the prospects of the Issuer.

## 3. PERSONS CLOSELY ASSOCIATED WITH THE RELEVANT PARTIES

3.1 For the purposes of this Procedure, Persons closely associated with Relevant Parties shall be deemed to be persons falling within the following categories:

- (a) the spouse or partner treated as equivalent to the spouse in accordance with Italian law;
- (b) dependent children under Italian law;
- (c) relatives who have shared the same home for at least one year as at the date of the Transaction;
- (d) legal entities, *trusts* or *partnerships*, when management responsibilities are held by a Relevant Party or a closely associated person falling within the categories referred to in the preceding letters (a), (b) or (c), or directly or indirectly controlled by one of said parties, or is set up for its benefit, or whose economic interests are substantially equivalent to the interests of one of said parties.

3.2 The Relevant Parties are required to inform the Persons closely associated with them of the conditions, procedures and terms under which the same shall be required to comply with

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legal and regulatory obligations related and/or consequential to completion of the Transactions, as well as compliance with this Procedure. The Relevant Parties shall retain a copy of the aforementioned disclosure. Each Relevant Party shall provide the Company with the List of Persons Closely Associated with them and shall promptly notify the Company of any changes to said list.

- 3.3** The fulfilment of all requirements, obligations, duties and/or formalities pertaining to or linked to compliance with the Procedure by the Persons closely associated with the Relevant Party, including respective responsibilities, is the sole responsibility of each Relevant Party concerned.

#### **4. DESIGNATED PARTY**

- 4.1** The Company's Legal and Corporate Office performs the functions of the Designated Party indicated in point 4.2. below.

- 4.2** The Designated Party performs the following functions:

- (a) receiving and managing information transmitted by Relevant Parties pursuant to the Procedure;
- (b) sending information to the public and to CONSOB and publishing it on the Company's website, in compliance with the provisions of Article 8. ;
- (c) informing Relevant Parties concerning the adoption of the Procedure, its amendments and additions, in accordance with Articles 10 and 12;
- (d) performing the other functions set out in the Procedure.
- (e) reporting to the Board of Directors, or in case of urgency to the Chairman of the Board of Directors or to the Chief Executive Officer, on matters relating to the implementation of the Procedure, if deemed appropriate or necessary, also in order to propose any amendments and/or additions to the Procedure pursuant to Article 12.

- 4.3** The Designated Party has the right to request from each Relevant Party any information, clarification and/or integration, also concerning the Persons Closely Associated with them, necessary and/or useful for the purposes of implementing this Procedure. The Relevant Party to whom the request is addressed is required to reply to the Designated Party in a timely manner.

- 4.4** The Designated Party is responsible for fulfilling the obligations set out in this Procedure with the care commensurate to the function he/she performs.

- 4.5** Notifications to the Designated Party implemented in compliance with and pursuant to this Procedure are addressed to the attention of the Legal & Corporate Affairs Office as follows:

© by e-mail to the address: [corporate.governance@piaggio.com](mailto:corporate.governance@piaggio.com);

© by certified e-mail to the [address: piaggiolegal@legalmail.it](mailto:piaggiolegal@legalmail.it);

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☉ in case of telephone communication, to the number: 0587.276294.

**5. TRANSACTIONS TO BE DISCLOSED TO THE DESIGNATED PARTY**

**5.1** The Relevant Party is required to disclose to the Designated Party, in the manner and within the terms indicated in Article 6, all transactions concerning the financial instruments issued by the Company (the “**Financial Instruments**”) whatever the amount ( the “**Transactions**”) as specified below.

**5.2** For the purposes of this Procedure, Financial Instruments shall mean:

- (a) shares;
- (b) debt instruments
- (c) derivative instruments
- (d) financial instruments linked to the instruments referred to in points (a) and (b) above.

**5.3** It should be noted that in any case Transactions carried out by Relevant Parties and Persons Closely Associated with them pursuant to and for the purposes of this Procedure are considered as the transactions listed, by way of example only, in the Attachment to the Procedure.

**5.4** Transactions involving Financial Instruments executed by Persons closely associated with the Relevant Party must be disclosed to the Designated Party by the Relevant Party, pursuant to Articles 5 and 6.

**6. PROCEDURES AND TIME LIMITS FOR DISCLOSURE TO THE DESIGNATED PARTY**

**6.1** The disclosure referred to in Article 5 by the Relevant Party to the Designated Party must take place within the working day following the date of execution of the Transaction (the “**Transaction Date**”), in the manner indicated in Article 6.3. below.

**6.2** The Transaction Date, for the purposes of this Procedure, is understood to make reference to the Transactions carried out at a Trading Venue, the date of the combination of the order with the opposite proposal, regardless of the settlement date. It should be noted that in the case of Conditional Transactions, the notification obligation of Relevant Parties and Persons Closely Associated with them arises from the moment when the condition occurs.

**6.3** The disclosure referred to in Article 5.1 shall be made by sending the Designated Party the Notification Model, duly completed by the Relevant Party according to the instructions contained therein, in the following ways:

☉ by e-mail to the address: 2

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Ⓢby certified e-mail to the address: piaggiolegal@legalmail.it;

Ⓢ in each case, with prior notice by telephone, to the number: 0587.276294.

- 6.4** If several Transactions pertaining to the same Relevant Party have been executed on the same day, such Party shall make a single notification by sending the Notification Model as set out in Article 6.3, containing a summary of all Transactions. In the case of several Transactions of the same nature, relating to the same Financial Instrument, carried out on the same trading day and in the same Trading Venue, or outside a Trading Venue, the volume of all the aforementioned Transactions must be indicated in the disclosure as a single figure representing the arithmetical sum of the volume of each Transaction. The corresponding weighted average price for the volume of the aforementioned Transactions must also be indicated. When completing the Notification Model, Transactions of a different nature, such as purchases and sales, must not be aggregated or compensated.
- 6.5** The Transaction shall be deemed to be notified on the date on which the Designated Party receives the Notification Form according to the procedures indicated in Article 6.3 above (the "**Transaction Notification Date**").

**7. RELEVANT TRANSACTIONS SUBJECT TO CONSOB AND PUBLIC DISCLOSURE**

- 7.1** The Designated Party shall inform the public and Consob, in the manner and within the terms set forth in Article 8 below, of the Transactions communicated to the Company by each Relevant Party, the total amount of which reaches Euro 20,000.00 (twenty thousand/00) within a calendar year ("**Material Transactions**"); After that amount is reached, all transactions carried out by Relevant Parties and Persons Closely Associated with them are considered to be Material Transactions. This disclosure must be understood to have been made by the Company on behalf and under the sole responsibility of the Relevant Party concerned, pursuant to the Letter of Acceptance duly compiled and signed in accordance with Article 10.2.
- 7.2** For the purposes of calculating the value referred to in Article 7.1 above, the value of the Transactions:
- (a) is calculated by adding up, without compensation, all the Transactions in question net of commissions and/or taxes;
  - (b) the value of the Transactions carried out on behalf of each Relevant Party must not be added to the value of the Transactions carried out on behalf of the Persons closely associated with each Relevant Party.

**8. PROCEDURES AND TIME LIMITS FOR DISCLOSURE TO CONSOB AND TO THE PUBLIC OF RELEVANT TRANSACTIONS**

- 8.1** Notifications to the public and to Consob of the Material Transactions referred to in Article 7 above shall be made by the Designated Party by sending the Notification Form, filled in in accordance with the notification sent by the Relevant Party pursuant to Article 6.3.



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- 8.2.** The disclosures pursuant to the foregoing Article 8.1 must take place:
- with regard to the communication to Consob, promptly and in any case by the third Business Day following the Transaction Date<sup>1</sup>;
  - for public disclosure<sup>2</sup>, within two Business Days from the Transaction Notification Date.
- 8.3** The disclosures made in compliance with this Article 8 are disclosed to the public in a prompt manner on the Company's website in a dedicated section called "*Internal dealing*", accessible in the "*Governance/ Internal dealing*" section.

**9. BLOCKING PERIOD**

- 9.1** The Relevant Parties and the Persons closely associated with them do not carry out transactions relating to the Financial Instruments, on their own account or on behalf of third parties, directly or indirectly, within the 30 calendar days preceding the announcement of the annual financial report and semi-annual financial report referred to in Article 154-ter of the Consolidated Law on Finance (so-called *blocking period*). It is understood that the deadline of 30 calendar days prior to the announcement runs from the date of the meeting of the Board of Directors established for the approval of accounting data according to the financial calendar of the Company, or otherwise established. It is specified that the day of the press release concerning the approval of accounting data represents the 30th day of the *blocking period*.

If the Company publishes preliminary data, the *blocking period* applies only with reference to the date of publication of the latter (and not with regard to the final data), provided that the preliminary data contain all the main information that should be included in the final results.

- 9.2** Notwithstanding the provisions of Article 9.1 above, the Company may allow Relevant Parties or Persons closely associated with them, as applicable, (the "**Interested Party**") to complete Transactions (as indicated below) concerning the Financial Instruments, on their own account or on behalf of third parties, directly or indirectly, during the *blocking period* in the following cases:
- (a) on the basis of a case-by-case assessment, in the presence of exceptional conditions, such as serious financial difficulties requiring the immediate sale of the shares; or
  - (b) due to the characteristics of the trading involved for Transactions made under, or related to, an employee share or saving scheme, qualification or entitlement of shares, or Transactions where the beneficial interest in the relevant security does not change due to the characteristics of the trade, as described in more detail in Attachment "D" to this Procedure.

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<sup>1</sup> The Notification Template must be sent to Consob by certified e-mail to the address [consob@pec.consob.it](mailto:consob@pec.consob.it) (if the sender is subject to the obligation to have a certified e-mail address) or by ordinary e-mail to [protocollo@consob.it](mailto:protocollo@consob.it), specifying as the recipient "Market Information Office" and indicating at the beginning the subject "*MAR Internal Dealing*".

<sup>2</sup> The Notification Template is disseminated through the regulated information dissemination system.

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In the previous cases (a) and (b) the Interested Party is, in any case, required to demonstrate that the specific Transaction cannot be carried out at another time except during the *blocking period* as specified below.

- 9.3** In the cases referred to in the preceding Article 9.2 (a), before executing the Transaction during the blocking period, the Interested Party requests from the Issuer – through a specific grounded request in writing to be transmitted to the CEO’s attention, with a copy to the Designated Party – the authorisation to sell the shares held immediately. The request by the Interested Party shall contain at least: (I) the description of the Transaction considered; (II) the explanation of why the sale of the shares is the only reasonable way to obtain the necessary financing; and (III) objective evidence (including documents) relating to the profiles referred to in the foregoing points (I) and (II).

Having received the disclosure referred to in this Article 9.3, the Company, in the manner provided for in section 9.5, carries out a case-by-case assessment of the request submitted by the Interested Party and authorises the immediate sale of the shares only if the circumstances of the Transaction can be considered exceptional. “Exceptional circumstances” means extremely urgent, unforeseen and compelling situations that are not attributable to the Interested Party and are beyond its control. The assessment of the exceptional nature of the circumstances described in the authorisation request is in any case carried out taking into account, inter alia, whether and to what extent the Interested Party:

- (i) must fulfil a legally enforceable financial obligation or satisfy a claim at the time the application is submitted;
- (ii) must fulfil or find itself in a situation created before the start of the *blocking period* that requires the payment of an amount to third parties, including tax obligations and the same Interested Party cannot reasonably fulfil a financial obligation or satisfy a claim other than by selling the shares immediately.

- 9.4** In the cases referred to in Article 9.2(b) above, the Interested Party shall request authorisation from the Company to carry out the Transaction in due time - and, in any case, within the terms and according to the procedures indicated in Attachment "D" to this Procedure where envisaged in the cases contemplated in the Attachment - by means of a specific written request to be sent to the attention of the Managing Director with a copy to the Designated Party, containing objective evidence (including documentary evidence) of the occurrence of the conditions set out in the aforesaid Attachment "D" with reference to each of the cases contemplated therein. Upon receipt of the disclosure, the Company carries out a case-by-case assessment of the request submitted by the Interested Party.

- 9.5** The assessments referred to in Articles 9.3 and 9.4 above are left to the responsibility of the Chief Executive Officer who, for this purpose, avails him/herself of the support of the Designated Party. The Chief Executive Officer reports to the Board of Directors on the outcome of the assessments carried out at the first useful meeting. In any case it is understood that:

- (i) the Managing Director, where deemed necessary or appropriate, has the right to refer the assessment to the collective responsibility of the Board of Directors of the Company; and

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- (ii) any assessment relating to and/or pertaining to Transactions to be performed by the Relevant Party who may also be the Managing Director of the Company or by Persons closely associated with the same, remains the exclusive joint responsibility of the Board of Directors.

**9.6** The Company, through the Designated Party, is required to provide feedback to the Interested Party regarding the results of the assessments carried out pursuant to the foregoing Articles 9.3 and 9.4 within 7 trading days following receipt of the request from the interested party, where the same is complete with the information and documentation required by this Procedure and in any case suitable to allow a complete assessment of the relevant circumstances. It is subject to the right of the Managing Director or the Board of Directors, as applicable, to ask the Interested Party, within the aforementioned term of 7 trading days from receipt of the request, information and/or documents to supplement the same authorisation request; in this case, the Company, through the Designated Party, shall provide adequate feedback to the Interested Party within 5 open trading days upon receipt of the supplementary documentation.

## **10. COMMUNICATION OF THE PROCEDURE TO RELEVANT PARTIES**

**10.1** The Company, through the Designated Party, is obliged to inform the Relevant Parties, in the manner provided for in this Article, of the adoption of the Procedure and any amendments made thereto, as well as of the consequent obligations on the same pursuant to the Procedure and of applicable *pro-tempore* legislation.

**10.2** The Designated Party, respectively at the time of acceptance of the appointment for the Relevant Parties under Article 2.1(i), or at the time of the engagement or appointment as senior manager for the Relevant Parties under Article 2.1(ii) (jointly, the "**Appointment**"), is required to send the Information Letter, by means of which the Relevant Parties will be informed of the adoption of the Procedure and the legal obligations arising therefrom and from the MAR. The Relevant Parties are required to promptly respond to the aforesaid communication by sending the Company the duly compiled and signed Letter of Acceptance (the template of the Letter of Acceptance is included in the Information Letter in Attachment "B" of the Procedure).

## **11. PROCESSING OF PERSONAL DATA**

**11.1** For the purposes set forth in this Procedure, the Company may be required to process certain personal data of the Relevant Parties and the Persons closely associated with them. These parties are therefore asked to give their consent to the processing of their personal data by the Company or by representatives and/or delegated parties of the Company, in compliance with and pursuant to Regulation (EU) No 679/2016 (GDPR) and subsequent amendments, in full knowledge of the following:

- (a) The purpose and the methods for processing the data;
- (b) The fact that the provision of the aforesaid data is of a compulsory nature;

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- (c) The parties or types of parties to which the data can be disclosed and the distribution framework of such data;
- (d) the rights referred to in Article 15 of the GDPR;
- (e) the name and surname, the company name and the registered office, the residence or the address of the data controller and the manager:
  - data controller: Piaggio & C. S.p.A., with its registered office in Pontedera, Via Rinaldo Piaggio no. 25;
  - data processor: the Director of Legal and Corporate Affairs at Piaggio & C. S.p.A. Pontedera, Viale Rinaldo Piaggio no. 25.

**11.2** Upon transmission of the Letter of Acceptance referred to in Article 10.2 by the Relevant Party to the Designated Party, consent will be deemed as given, pursuant to and for the purposes of the GDPR.

## **12. AMENDMENTS AND SUPPLEMENTS**

- 12.1** The provisions of this Procedure shall be updated and/or supplemented by the Issuer's Board of Directors, taking into account any applicable legal or regulatory provisions in forces, the guidelines of the supervisory authorities, as well as the experience acquired and relevant market practice.
- 12.2** Where amendments or additions are required to the individual provisions of this Procedure as a result of reforms to applicable laws or regulations or the specific requirements of supervisory authorities, or in the event of demonstrable urgency, amendments or additions to this Procedure may be made directly by the Chairman of the Board of Directors or the Chief Executive Officer, and then submitted to the approval of the Board of Directors at the first Board meeting held thereafter.
- 12.3** Amendments and/or additions to the provisions of the Procedure pursuant to Articles 12.1 and 12.2 above will be notified to the Relevant Parties, indicating the effective date of the new or amended provisions.

\* \* \*

### **Attachments:**

- Attachment "A": Illustrative and non-exhaustive list of the type of Transactions subject to disclosure by the Relevant Parties and Persons closely associated with them.
- Attachment "B": Information Letter Template.
- Attachment "C": Notification template for Relevant Parties
- Attachment "D": Transactions that justify the authorisation to trade in the blocking period.

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**Attachment A**

**ILLUSTRATIVE AND NON-EXHAUSTIVE LIST OF THE TYPE OF TRANSACTIONS SUBJECT TO DISCLOSURE  
BY RELEVANT PARTIES AND PERSONS CLOSELY ASSOCIATED WITH THEM.**

\* \* \*

**Regulation (EU) No 596/2014 of the European Parliament and of the Council of 16 April 2014  
(the "MAR")**

**Article 19 (1a) and (7), MAR**

**Managers' transactions**

"1a. The notification requirement set out in paragraph 1 does not apply to transactions relating to securities linked to shares or debt instruments of the issuer referred to in that paragraph if, at the time of the transaction, one of the following conditions is fulfilled:

- a) the financial instrument is a unit or share in a collective investment undertaking where the exposure to the issuer's shares or debt instruments does not exceed 20% of the assets held by the collective investment undertaking;
- b) the financial instrument provides exposure to a portfolio of assets where the exposure to the issuer's shares or debt instruments does not exceed 20% of the portfolio's assets; or
- c) the financial instrument is a unit or share in a collective investment undertaking or provides exposure to a portfolio of assets and the person discharging managerial responsibilities or the person closely associated with that person does not know, nor could have known, the composition of the investments or the exposure of that collective investment undertaking or portfolio of assets in relation to the issuer's shares or debt instruments, and furthermore there are no reasons for that person to believe that the issuer's shares or debt instruments exceed the thresholds referred to in points a) or b).

Where information concerning the composition of the collective investment undertaking's investments or exposure to the portfolio of assets is available, the person discharging managerial responsibilities or the person closely associated with that person shall make every reasonable effort to make use of that information."

"7. For the purposes of paragraph 1, the transactions to be notified shall also include:

- a) the pledging or lending of securities by or on behalf of a person exercising an administrative, supervisory or managerial function or a person closely associated with that person, as referred to in paragraph 1;
- b) transactions undertaken by persons professionally arranging or executing transactions or by another person on behalf of a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1, including where discretion is exercised.
- c) transactions made under a life insurance policy, defined in accordance with Directive 2009/138/EC of the European Parliament and of the Council, where:
  - i) the policyholder is a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1;
  - ii) the investment risk is borne by the policyholder; and
  - iii) the policyholder has the power or discretion to make investment decisions regarding specific instruments in that life insurance policy or to execute transactions regarding specific instruments for that life insurance policy.

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*For the purposes of point (a), a pledge, or a similar security interest, of financial instruments in connection with the depositing of the financial instruments in a custody account does not need to be notified, unless and until such time that such pledge or other security interest is designated to secure a specific credit facility.*

*Pursuant to point (b), transactions effected in shares or debt instruments of an issuer or derivatives or other financial instruments linked to them, by managers of a collective investment undertaking in which the person discharging managerial responsibilities or the person closely associated with him or her has invested, are not subject to the notification requirement if the manager of the collective investment undertaking acts in complete discretion, which excludes the possibility of him or her receiving instructions or suggestions of any kind on the composition of the portfolio, directly or indirectly, from the investors of that collective investment undertaking.*

*Insofar as a policyholder of an insurance contract is required to notify transactions according to this paragraph, an obligation to notify is not incumbent on the insurance company”.*

### **Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 (“Delegated Act 522”)**

#### **Article 10 Delegated Act 522**

##### **Notifiable transactions**

*“1. Pursuant to Article 19 of Regulation (EU) No 596/2014 and in addition to transactions referred to in Article 19(7) of that Regulation, persons discharging managerial responsibilities within an issuer or an emission allowance market participant and persons closely associated with them shall notify the issuer or the emission allowance market participant and the competent authority of their transactions.*

*Those notified transactions shall include all transactions conducted by persons discharging managerial responsibilities on their own account relating, in respect of the issuers, to the shares or debt instruments of the issuer or to derivatives or other financial instruments linked thereto, and in respect of emission allowance market participants, to emission allowances, to auction products based thereon or to derivatives relating thereto.*

*2. Those notified transactions shall include the following:*

- a) acquisition, disposal, short sale, subscription or exchange;*
- b) acceptance or exercise of a stock option, including of a stock option granted to managers or employees as part of their remuneration package, and the disposal of shares stemming from the exercise of a stock option;*
- c) entering into or exercise of equity swaps;*
- d) transactions in or related to derivatives, including cash-settled transaction;*
- e) entering into a contract for difference on a financial instrument of the concerned issuer or on emission allowances or auction products based thereon;*
- f) acquisition, disposal or exercise of rights, including put and call options, and warrants;*
- g) subscription to a capital increase or debt instrument issuance;*
- h) transactions in derivatives and financial instruments linked to a debt instrument of the concerned issuer, including credit default swaps;*
- i) conditional transactions upon the occurrence of the conditions and actual execution of the transactions;*
- j) automatic or non-automatic conversion of a financial instrument into another financial instrument, including the exchange of convertible bonds to shares;*
- k) gifts and donations made or received and inheritance received;*

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- l) transactions executed in index-related products, baskets and derivatives, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- m) transactions executed in shares or units of investment funds, including alternative investment funds (AIFs) referred to in Article 1 of Directive 2011/61/EU of the European Parliament and of the Council, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- n) transactions executed by manager of an AIF in which the person discharging managerial responsibilities or a person closely associated with such a person has invested, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- o) transactions executed by a third party under an individual portfolio or asset management mandate on behalf or for the benefit of a person discharging managerial responsibilities or a person closely associated with such a person;*
- p) borrowing or lending of shares or debt instruments of the issuer or derivatives or other financial instruments linked thereto.”.*

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ANNEX A

**LIST OF TYPES OF TRANSACTIONS (BY WAY OF EXAMPLE AND NOT LIMITED TO) DISCLOSED BY  
RELEVANT PERSONS AND PERSONS CLOSELY ASSOCIATED WITH THEM**

\* \* \*

**Regulation (EU) No 596/2014 of the European Parliament and of the Council of 16 April 2014  
("MAR")**

**Article 19, Paragraph 1a. and 7, MAR**

**Managers' transactions**

*"1a. The notification obligation referred to in paragraph 1 shall not apply to transactions in financial instruments linked to shares or to debt instruments of the issuer referred to in that paragraph where at the time of the transaction any of the following conditions is met: (a) the financial instrument is a unit or share in a collective investment undertaking in which the exposure to the issuer's shares or debt instruments does not exceed 20 % of the assets held by the collective investment undertaking; (b) the financial instrument provides exposure to a portfolio of assets in which the exposure to the issuer's shares or debt instruments does not exceed 20 % of the portfolio's assets; (c) the financial instrument is a unit or share in a collective investment undertaking or provides exposure to a portfolio of assets and the person discharging managerial responsibilities or person closely associated with such a person does not know, and could not know, the investment composition or exposure of such collective investment undertaking or portfolio of assets in relation to the issuer's shares or debt instruments, and furthermore there is no reason for that person to believe that the issuer's shares or debt instruments exceed the thresholds in point (a) or (b). If information regarding the investment composition of the collective investment undertaking or exposure to the portfolio of assets is available, then the person discharging managerial responsibility or person closely associated with such a person shall make all reasonable efforts to avail themselves of that information."*

*"7. For the purposes of paragraph 1, transactions that must be notified shall also include:*

- (a) the pledging or lending of financial instruments by or on behalf of a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1;*
- (b) transactions undertaken by persons professionally arranging or executing transactions or by another person on behalf of a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1, including where discretion is exercised;*
- (c) transactions made under a life insurance policy, defined in accordance with Directive 2009/138/EC of the European Parliament and of the Council, where:*
  - (i) the policyholder is a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1,*
  - (ii) the investment risk is borne by the policyholder, and*
  - (iii) the policyholder has the power or discretion to make investment decisions regarding specific instruments in that life insurance policy or to execute transactions regarding specific instruments for that life insurance policy.*

*For the purposes of point (a), a pledge, or a similar security interest, of financial instruments in connection with the depositing of the financial instruments in a custody account does not need to be notified, unless and until such time that such pledge or other security interest is designated to secure a specific credit facility.*



## *Procedure for the fulfilment of Internal Dealing obligations*

*For the purposes of point (b), transactions executed in shares or debt instruments of an issuer or derivatives or other financial instruments linked thereto by managers of a collective investment undertaking in which the person discharging managerial responsibilities or a person closely associated with them has invested do not need to be notified where the manager of the collective investment undertaking operates with full discretion, which excludes the manager receiving any instructions or suggestions on portfolio composition directly or indirectly from investors in that collective investment undertaking.*

*Insofar as a policyholder of an insurance contract is required to notify transactions according to this paragraph, an obligation to notify is not incumbent on the insurance company”.*

### **Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 (“Delegated Act 522”)**

#### **Article 10 Delegated Act 522**

##### **Notifiable transactions**

*“1. Pursuant to Article 19 of Regulation (EU) No 596/2014 and in addition to transactions referred to in Article 19(7) of that Regulation, persons discharging managerial responsibilities within an issuer or an emission allowance market participant and persons closely associated with them shall notify the issuer or the emission allowance market participant and the competent authority of their transactions.*

*Those notified transactions shall include all transactions conducted by persons discharging managerial responsibilities on their own account relating, in respect of the issuers, to the shares or debt instruments of the issuer or to derivatives or other financial instruments linked thereto, and in respect of emission allowance market participants, to emission allowances, to auction products based thereon or to derivatives relating thereto.*

*2. Those notified transactions shall include the following:*

- (a) acquisition, disposal, short sale, subscription or exchange;*
- (b) acceptance or exercise of a stock option, including of a stock option granted to managers or employees as part of their remuneration package, and the disposal of shares stemming from the exercise of a stock option;*
- (c) entering into or exercise of equity swaps;*
- (d) transactions in or related to derivatives, including cash-settled transaction;*
- (e) entering into a contract for difference on a financial instrument of the concerned issuer or on emission allowances or auction products based thereon;*
- (f) acquisition, disposal or exercise of rights, including put and call options, and warrants;*
- (g) subscription to a capital increase or debt instrument issuance;*
- (h) transactions in derivatives and financial instruments linked to a debt instrument of the concerned issuer, including credit default swaps;*
- (i) conditional transactions upon the occurrence of the conditions and actual execution of the transactions;*
- (j) automatic or non-automatic conversion of a financial instrument into another financial instrument, including the exchange of convertible bonds to shares;*
- (k) gifts and donations made or received, and inheritance received;*
- (l) transactions executed in index-related products, baskets and derivatives, insofar as required by Article 19 of Regulation (EU) No 596/2014;*

*Procedure for the fulfilment of Internal Dealing obligations*

- (m) transactions executed in shares or units of investment funds, including alternative investment funds (AIFs) referred to in Article 1 of Directive 2011/61/EU of the European Parliament and of the Council, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- (n) transactions executed by manager of an AIF in which the person discharging managerial responsibilities or a person closely associated with such a person has invested, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- (o) transactions executed by a third party under an individual portfolio or asset management mandate on behalf or for the benefit of a person discharging managerial responsibilities or a person closely associated with such a person;*
- (p) borrowing or lending of shares or debt instruments of the issuer or derivatives or other financial instruments linked thereto”.*

*Procedure for the fulfilment of Internal Dealing obligations*

**Attachment B**

**INFORMATION LETTER TEMPLATE**

\* \* \*

[on Company letterhead]

Dear Mr./Ms. \_\_\_\_\_,  
[Address]

**Subject: Information relative to the Procedure for the fulfilment of *Internal Dealing* obligations**

We hereby inform you that Piaggio & C. S.p.A. (the "**Company**"), in implementation of the rules contained in Article 19 of Regulation (EU) No 596/2014 of the European Parliament and of the Council of 16 April 2014 on market abuse (*Market Abuse Regulation - MAR*), supplemented by Articles 7 and following of the Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 and Commission Implementing Regulation (EU) 2016/523 of 10 March 2016, adopted the "*Procedure for Compliance with Internal Dealing Obligations*" (the "**Procedure**").

We invite you to read the Procedure published on the Company's *website* at <https://www.piaggiogroup.com> and accessible in the Governance / Documents and Procedures section.

As stipulated in Article 4.1 of the Procedure, the Designated Party is the Legal & Corporate Affairs Office.

In particular, we invite you to take note of the obligations to notify the Designated Party of transactions involving financial instruments issued by the Company whatever the amount thereof as set forth in Article 5 of the Procedure and of the prohibition to carry out transactions involving financial instruments in the so-called *blocking period* as set forth in Article 9 of the same Procedure.

We inform you that by virtue of the role you have held, you are bound by a duty of confidentiality with regard to the inside information that comes to your knowledge in the exercise of your activity and which is subject to the prohibition of insider dealing.

Please return promptly (by e-mail to: [corporate.governance@piaggio.com](mailto:corporate.governance@piaggio.com); or by certified e-mail to the address: [piaggiolegal@legalmail.it](mailto:piaggiolegal@legalmail.it) **the letter of acceptance duly compiled and signed** in the *format* attached hereto.

Finally, we invite you to read the *Notice on personal data processing*) and the legislation on legal and regulatory obligations arising from the MAR, its implementing regulations, and the sanctions applicable in the event of their violation (*Regulatory Appendix*), both of which are attached to this notice.

[place, date]

**Piaggio & C. S.p.A.**

*Procedure for the fulfilment of Internal Dealing obligations*

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Legal and Corporate Department

*(as a Designated Party)*

Attachments:

*Letter of Acceptance*

*Notice on personal data processing*

*Regulatory Appendix*

*Procedure for the fulfilment of Internal Dealing obligations*

**LETTER OF ACCEPTANCE**

**Piaggio & C. S.p.A.**  
Viale Rinaldo Piaggio, 25  
56025 Pontedera (PI)

*To the kind attention of the Designated Party pursuant to the Internal Dealing Procedure*

I, the undersigned \_\_\_\_\_,

- having acknowledged my inclusion in the list of Relevant Parties referred to in the “*Procedure for the fulfilment of obligations relating to Internal Dealing*” (the “**Procedure**”) adopted by Piaggio & C. S.p.A. (the “**Company**”) pursuant to Article 19 of Regulation (EU) No 596/2014 of the European Parliament and of the Council of 16 April 2014 on market abuse (*Market Abuse Regulation - MAR*), supplemented by Articles 7 and following of Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 and Commission Implementing Regulation (EU) 2016/523 of 10 March 2016;
- stating that I have received the notice on the Procedure and have read and understood its provisions;
- in full knowledge of the legal obligations placed on me by the Procedure and the aforementioned provisions of law and regulation, as well as the sanctions provided for in the event of non-compliance with the said obligations;

**IN VIEW OF THE ABOVE,**

- (i) declare that I am familiar with and accept the provisions of the Procedure and undertake, insofar as in my remit, to comply with them;
- (ii) undertake to notify the Financial Reporting Officer as indicated in Article 4 of the Transactions defined in Article 5 in the manner and within the time limits set forth in Article 6, failing which the communication will be considered as not received, consequently relieving the Company from any and all liability and obligation to notify the public and Consob pursuant to Articles 7 and 8;
- (iii) on my own behalf and under my own responsibility, instruct the Company to make the mandatory disclosures to the public and to Consob within the terms and in the manner set out in the Procedure;
- (iv) transmit, at the end of this document, the names of the Persons closely associated with the Relevant Parties, as identified pursuant to Article 3.1 of the Procedure, and undertake to update such names in the event of any change.

\* \* \*

**Names of Persons closely associated with the Relevant Parties as identified pursuant to Article 3.1 of the Procedure:**

*Procedure for the fulfilment of Internal Dealing obligations*

	<b>Name and Surname</b>	<b>Association with the Relevant Party</b>
<b>spouse</b>		/
<b><i>partner treated as equivalent to the spouse in accordance with Italian law</i></b>		/
<b>dependent children under Italian law</b>		/
<b>cohabiting common law partner</b>		
<b>legal entity, <i>trust</i> or <i>partnership</i></b>		

*(place and date)*

\_\_\_\_\_

*(signature)*

\_\_\_\_\_

Pursuant to and for the purposes of Regulation (EU) No 679/2016 (GDPR), the Undersigned also gives his/her consent to the processing of personal data contained herein by the Company for the purposes set out in Article 11 of the Procedure and shall do his/her utmost to consent to the processing of personal data by Persons closely associated with the Relevant Parties referred to in point (iii) above. The Relevant Party is assigned the rights provided for by Article 15 of the GDPR.

*(place and date)*

\_\_\_\_\_

*(signature)*

\_\_\_\_\_

## *Procedure for the fulfilment of Internal Dealing obligations*

### **Notice on personal data processing**

Pursuant to Article 13 of EU Regulation No. 679/2016 (“**GDPR**”), we provide you below with the information requested regarding the processing of your personal data (the “**Processing**”).

The personal data you provide in application of the Procedure will be processed for the purposes envisaged by the Procedure itself in order to fulfil the obligations envisaged by the laws and regulations in force for Piaggio & C. S.p.A. as a company with shares listed on regulated markets. The legal basis for data processing is therefore represented by the legal obligations imposed on Piaggio & C. S.p.A.

The personal data will be processed in compliance with current regulations, manually and automatically, through collection and cataloguing as well as retaining the documents containing said data, using methods strictly related to the specified purposes and in all cases guaranteeing security and confidentiality in accordance with the provisions of article 32 of the GDPR. Your personal data will be subject to the following operations: collection, recording, organisation, storage, consultation, processing, modification, selection, extraction, comparison, use, interconnection, blocking, communication, erasure. The data will be kept at the registered office of Piaggio & C. S.p.A., in the archives of the Legal Department. Personal data will be accessible not only to the person in charge of Piaggio & C. S.p.A. but also to the “persons in charge of personal data processing” appointed by Piaggio & C. in accordance with the law to fulfil the above purposes; these subjects have been appropriately instructed in order to guarantee confidentiality and avoid the loss, destruction, unauthorised access or unauthorised processing of the data in question.

The recipients of your data, communicated to the extent strictly relevant to the obligations, tasks or purposes set out above, are the persons who, under current legal regulations and the Procedure, must be informed of such data by the controller. We guarantee you our utmost care so that the communication of your personal data to the aforementioned recipients will concern only those necessary to achieve the specific purposes for which they are intended.

The acquisition of personal data is compulsory and failure to provide them, even in part, will make it impossible for Piaggio to fulfil its obligations under applicable laws and regulations. Express consent to processing is therefore not necessary and Piaggio may process your personal data regardless of whether you sign this notice, which you will receive in any case. Personal data will be kept for a period not exceeding that necessary for the purposes for which they were collected or subsequently processed in accordance with legal obligations, and will be destroyed five years after the date on which the circumstances that led to their collection ceased to exist.

The data controller is Piaggio & C. S.p.A., which has also appointed a DPO who can be contacted at the following e-mail address [dpo@piaggio.com](mailto:dpo@piaggio.com).

In your capacity as a data subject, you have the rights under Art. 15 of the GDPR and specifically the rights to: i. obtain confirmation of the existence or otherwise of personal data concerning you, even if not yet recorded, and their communication in intelligible form; ii. obtain the indication: (a) the source of the personal data; b) the purposes and methods of processing; c) the logic applied in case of processing carried out with the aid of electronic instruments; d) the identification details of the controller, processors and designated representative pursuant to Article 3(1) of the GDPR; e) the subjects or categories of subjects to whom the personal data may be communicated or who may become aware of them in their capacity as designated representative in the territory of the State, managers or appointees; iii. obtain the: a) updating, rectification or, when desired, supplementation of data; b) the erasure,

*Procedure for the fulfilment of Internal Dealing obligations*

anonymisation or blocking of data that has been processed unlawfully, including data whose retention is unnecessary for the purposes for which they have been collected or subsequently processed; c) certification that the aforesaid transactions at letters a) and b) have been notified, also in terms of their content, to the parties to whom or which the data were communicated or disseminated, unless this requirement proves impossible or involves a manifestly disproportionate effort compared to the right that is to be protected; iv. object, in whole or in part, on legitimate grounds, to the processing of their personal data, even if such data is significant for the purposes of the collection; v. where applicable, you also have the right under Articles 16-21 GDPR (Right of rectification, right to be forgotten, right to restriction of processing, right to data portability, right to object), as well as the right to complain to the Regulator.

You may exercise your rights at any time by writing to the following address: [privacy@piaggio.com](mailto:privacy@piaggio.com).

(Date and place)

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(signature)

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*Procedure for the fulfilment of Internal Dealing obligations*

**REGULATORY APPENDIX**

\* \* \*

**Regulation (EU) No 596/2014 of the European Parliament and of the Council of 16 April 2014**

**(the “MAR”)**

**Article 19 of the MAR**

**Managers’ transactions**

*“1. Persons discharging managerial responsibilities, as well as persons closely associated with them, shall notify the issuer or the emission allowance market participant and the competent authority referred to in the second subparagraph of paragraph 2:*

*a) in respect of issuers, of every transaction conducted on their own account relating to the shares or debt instruments of that issuer or to derivatives or other financial instruments linked thereto;*

*b) in respect of emission allowance market participants, of every transaction conducted on their own account relating to emission allowances, to auction products based thereon or to derivatives relating thereto.*

*Such notifications shall be made promptly and no later than three business days after the date of the transaction.*

*The first subparagraph applies once the total amount of transactions has reached the threshold set out in paragraph 8 or 9, as applicable, within a calendar year.*

*1 a. The notification requirement set out in paragraph 1 does not apply to transactions relating to securities linked to shares or debt instruments of the issuer referred to in that paragraph if, at the time of the transaction, one of the following conditions is fulfilled:*

*a) the financial instrument is a unit or share in a collective investment undertaking where the exposure to the issuer’s shares or debt instruments does not exceed 20% of the assets held by the collective investment undertaking;*

*b) the financial instrument provides exposure to a portfolio of assets where the exposure to the issuer’s shares or debt instruments does not exceed 20% of the portfolio’s assets; or*

*c) the financial instrument is a unit or share in a collective investment undertaking or provides exposure to a portfolio of assets and the person discharging managerial responsibilities or the person closely associated with that person does not know, nor could have known, the composition of the investments or the exposure of that collective investment undertaking or portfolio of assets in relation to the issuer’s shares or debt instruments, and furthermore there are no reasons for that person to believe that the issuer’s shares or debt instruments exceed the thresholds referred to in points a) or b).*

*Where information concerning the composition of the collective investment undertaking’s investments or exposure to the portfolio of assets is available, the person discharging managerial responsibilities or the person closely associated with that person shall make every reasonable effort to make use of that information.*

*2. For the purposes of paragraph 1, and without prejudice to the right of Member States to provide for notification obligations other than those referred to in this Article, all transactions conducted on the own account of the persons referred to in paragraph 1, shall be notified by those persons to the competent authorities.*

*The rules applicable to notifications, with which persons referred to in paragraph 1 must comply, shall be those of the Member State where the issuer or emission allowance market participant is registered. Notifications shall be made within three working days of the transaction date to the competent authority of that Member State. Where the issuer is not registered in a Member State, the notification shall be made to the competent authority of the home Member State in accordance with point (i) of Article 2(1) of Directive 2004/109/EC or, in the absence thereof, to the competent authority of the trading venue.*

*3. The issuer or emission allowance market participant shall ensure that the information that is notified in accordance with paragraph 1 is made public no later than two business days from receipt.*

*The issuer or emission allowance market participant shall use such media as may reasonably be relied upon for the effective dissemination of information to the public throughout the Union, and, where applicable, it shall use the officially appointed mechanism referred to in Article 21 of Directive 2004/109/EC.*

*Alternatively, national law may provide that a competent authority may itself make public the information.*

*4. This Article shall apply to issuers who:*

## *Procedure for the fulfilment of Internal Dealing obligations*

a) have requested or approved admission of their financial instruments to trading on a regulated market; or  
 b) in the case of an instrument only traded on an MTF or an OTF, have approved trading of their financial instruments on an MTF or an OTF or have requested admission to trading of their financial instruments on an MTF.

5. Issuers and emission allowance market participants shall notify the person discharging managerial responsibilities of their obligations under this Article in writing. Issuers and emission allowance market participants shall draw up a list of all persons discharging managerial responsibilities and persons closely associated with them.

Persons discharging managerial responsibilities shall notify the persons closely associated with them of their obligations under this Article in writing and shall keep a copy of this notification.

6. A notification of transactions referred to in paragraph 1 shall contain the following information:

- a) the name of the person;
- b) the reason for the notification;
- c) the name of the relevant issuer or emission allowance market participant;
- d) the description and identification of the financial instrument;
- e) the nature of the transaction(s) (e.g. acquisition or disposal), indicating whether it is linked to the exercise of share option programmes or to the specific examples set out in paragraph 7;
- f) the date and place of the transaction(s); and
- g) the price and volume of the transaction(s). In the case of a pledge whose terms provide for its value to change, this should be disclosed together with its value at the date of the pledge.

7. For the purposes of paragraph 1, transactions that must be notified shall also include:

- a) the pledging or lending of financial instruments by or on behalf of a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1;
- b) transactions undertaken by persons professionally arranging or executing transactions or by another person on behalf of a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1, including where discretion is exercised;
- c) transactions made under a life insurance policy, defined in accordance with Directive 2009/138/EC of the European Parliament and of the Council ( 1 ), where:
  - i) the policyholder is a person discharging managerial responsibilities or a person closely associated with such a person, as referred to in paragraph 1,
  - ii) the investment risk is borne by the policyholder; and
  - iii) the policyholder has the power or discretion to make investment decisions regarding specific instruments in that life insurance policy or to execute transactions regarding specific instruments for that life insurance policy.

For the purposes of point (a), a pledge, or a similar security interest, of financial instruments in connection with the depositing of the financial instruments in a custody account does not need to be notified, unless and until such time that such pledge or other security interest is designated to secure a specific credit facility.

Pursuant to point (b), transactions effected in shares or debt instruments of an issuer or derivatives or other financial instruments linked to them, by managers of a collective investment undertaking in which the person discharging managerial responsibilities or the person closely associated with him or her has invested, are not subject to the notification requirement if the manager of the collective investment undertaking acts in complete discretion, which excludes the possibility of him or her receiving instructions or suggestions of any kind on the composition of the portfolio, directly or indirectly, from the investors of that collective investment undertaking.

Insofar as a policyholder of an insurance contract is required to notify transactions according to this paragraph, an obligation to notify is not incumbent on the insurance company.

8. Paragraph 1 shall apply to any subsequent transaction once a total amount of EUR 5 000 has been reached within a calendar year. The threshold of EUR 5 000 shall be calculated by adding without netting all transactions referred to in paragraph 1.

9. A competent authority may decide to increase the threshold set out in paragraph 8 to EUR 20 000 and shall inform ESMA of its decision and the justification for its decision, with specific reference to market conditions, to adopt the higher threshold prior to its application. ESMA shall publish on its website the list of thresholds

## *Procedure for the fulfilment of Internal Dealing obligations*

that apply in accordance with this Article and the justifications provided by competent authorities for such thresholds.

10. This Article shall also apply to transactions by persons discharging managerial responsibilities within any auction platform, auctioneer and auction monitor involved in the auctions held under Regulation (EU) No 1031/2010 and to persons closely associated with such persons in so far as their transactions involve emission allowances, derivatives thereof or auctioned products based thereon. Those persons shall notify their transactions to the auction platforms, auctioneers and auction monitor, as applicable, and to the competent authority where the auction platform, auctioneer or auction monitor, as applicable, is registered. The information that is so notified shall be made public by the auction platforms, auctioneers, auction monitor or competent authority in accordance with paragraph 3.

11. Without prejudice to Articles 14 and 15, a person discharging managerial responsibilities within an issuer shall not conduct any transactions on its own account or for the account of a third party, directly or indirectly, relating to the shares or debt instruments of the issuer or to derivatives or other financial instruments linked to them during a closed period of 30 calendar days before the announcement of an interim financial report or a year-end report which the issuer is obliged to make public according to:

- a) the rules of the trading venue where the issuer's shares are admitted to trading; or
- b) national law.

12. Without prejudice to Articles 14 and 15, an issuer may allow a person discharging managerial responsibilities within it to trade on its own account or for the account of a third party during a closed period as referred to in paragraph 11 either:

- a) on a case-by-case basis due to the existence of exceptional circumstances, such as severe financial difficulty, which require the immediate sale of shares; or
- b) due to the characteristics of the trading involved for transactions made under, or related to, an employee share or saving scheme, qualification or entitlement of shares, or transactions where the beneficial interest in the relevant security does not change.

13. The Commission shall be empowered to adopt delegated acts in accordance with Article 35 specifying the circumstances under which trading during a closed period may be permitted by the issuer, as referred to in paragraph 12, including the circumstances that would be considered as exceptional and the types of transaction that would justify the permission for trading.

14. The Commission shall be empowered to adopt delegated acts in accordance with Article 35, specifying types of transactions that would trigger the requirement referred to in paragraph 1.

15. In order to ensure uniform application of paragraph 1, ESMA shall develop draft implementing technical standards concerning the format and template in which the information referred to in paragraph 1 is to be notified and made public.

ESMA shall submit those draft implementing technical standards to the Commission by 3 July 2015.

Power is conferred on the Commission to adopt the implementing technical standards referred to in the first subparagraph in accordance with Article 15 of Regulation (EU) No 1095/2010.

### **Chapter 5 - Administrative Measures and Sanctions**

#### **Article 30 of the MAR**

##### **Administrative sanctions and other administrative measures**

"1. Without prejudice to any criminal sanctions and without prejudice to the supervisory powers of competent authorities under Article 23, Member States shall, in accordance with national law, provide for competent authorities to have the power to take appropriate administrative sanctions and other administrative measures in relation to at least the following infringements:

- (a) infringements of Articles 14 and 15, Article 16(1) and (2), Article 17(1), (2), (4) and (5), and (8), Article 18(1) to (6), Article 19(1), (2), (3), (5), (6), (7) and (11) and Article 20(1); and
- b) failure to cooperate or to comply with an investigation, with an inspection or with a request as referred to in Article 23(2)

Member States may decide not to lay down rules for administrative sanctions as referred to in the first subparagraph where the infringements referred to in point (a) or point (b) of that subparagraph are already subject to criminal sanctions in their national law by 3 July 2016. Where they so decide, Member States shall notify, in detail, to the Commission and to ESMA, the relevant parts of their criminal law.

## *Procedure for the fulfilment of Internal Dealing obligations*

By 3 July 2016, Member States shall notify, in detail, the rules referred to in the first and second subparagraph to the Commission and to ESMA. They shall notify the Commission and ESMA without delay of any subsequent amendments thereto.

2. Member States shall, in accordance with national law, ensure that competent authorities have the power to impose at least the following administrative sanctions and to take at least the following administrative measures in the event of the infringements referred to in point (a) of the first subparagraph of paragraph 1:

- a) an order requiring the person responsible for the infringement to cease the conduct and to desist from a repetition of that conduct;
- b) the disgorgement of the profits gained or losses avoided due to the infringement insofar as they can be determined;
- c) a public warning which indicates the person responsible for the infringement and the nature of the infringement;
- d) withdrawal or suspension of the authorisation of an investment firm;
- e) a temporary ban of a person discharging managerial responsibilities within an investment firm or any other natural person, who is held responsible for the infringement, from exercising management functions in investment firms;
- f) in the event of repeated infringements of Article 14 or 15, a permanent ban of any person discharging managerial responsibilities within an investment firm or any other natural person who is held responsible for the infringement, from exercising management functions in investment firms;
- g) a temporary ban of a person discharging managerial responsibilities within an investment firm or another natural person who is held responsible for the infringement, from dealing on own account;
- h) maximum administrative pecuniary sanctions of at least three times the amount of the profits gained or losses avoided because of the infringement, where those can be determined;
- i) in respect of a natural person, maximum administrative pecuniary sanctions of at least:
  - i) for infringements of Articles 14 and 15, EUR 5 000 000 or in the Member States whose currency is not the euro, the corresponding value in the national currency on 2 July 2014;
  - ii) for infringements of Articles 16 and 17, EUR 1 000 000 or in the Member States whose currency is not the euro, the corresponding value in the national currency on 2 July 2014; and
  - iii) for infringements of Articles 18, 19 and 20, EUR 500 000 or in the Member States whose currency is not the euro, the corresponding value in the national currency on 2 July 2014; and
- j) in respect of legal persons, maximum administrative pecuniary sanctions of at least:
  - i) for infringements of Articles 14 and 15, EUR 15 000 000 or 15 % of the total annual turnover of the legal person according to the last available accounts approved by the management body, or in the Member States whose currency is not the euro, the corresponding value in the national currency on 2 July 2014;
  - ii) for infringements of Articles 16 and 17, EUR 2 500 000 or 2 % of its total annual turnover according to the last available accounts approved by the management body, or in the Member States whose currency is not the euro, the corresponding value in the national currency on 2 July 2014; and
  - iii) for infringements of Articles 18, 19 and 20, EUR 1 000 000 or in the Member States whose currency is not the euro, the corresponding value in the national currency on 2 July 2014.

References to the competent authority in this paragraph are without prejudice to the ability of the competent authority to exercise its functions in any ways referred to in Article 23(1).

For the purposes of points (j)(i) and (ii) of the first subparagraph, where the legal person is a parent undertaking or a subsidiary undertaking which is required to prepare consolidated financial accounts pursuant to Directive 2013/34/EU (28), the relevant total annual turnover shall be the total annual turnover or the corresponding type of income in accordance with the relevant accounting directives – Council Directive 86/635/EEC (29) for banks and Council Directive 91/674/EEC (30) for insurance companies – according to the last available consolidated accounts approved by the management body of the ultimate parent undertaking.

3. Member States may provide that competent authorities have powers in addition to those referred to in paragraph 2 and may provide for higher levels of sanctions than those established in that paragraph.”.

### **Article 31 of the MAR**

#### **Exercise of powers of control and imposition of sanctions**

## *Procedure for the fulfilment of Internal Dealing obligations*

*“1. Member States shall ensure that, when determining the type and level of administrative sanctions, the competent authorities take into account all relevant circumstances, including, where appropriate:*

- a) the severity and duration of the breach;*
- b) the degree of responsibility of the person responsible for the breach;*
- c) the financial capacity of the person responsible for the breach, as shown, for example, by the total turnover of the legal person or the annual income of the natural person;*
- d) the amount of profits made and losses avoided by the person responsible for the breach, to the extent that they can be determined;*
- e) the level of cooperation that the person responsible for the breach has demonstrated with the competent authority, without prejudice to the need to guarantee the return of the gains made or losses avoided;*
- f) previous breaches by the person responsible for the breach; and*
- g) measures taken by the person responsible for the breach to prevent it from happening again.*

*2. In the exercise of their powers to impose administrative sanctions and other administrative measures pursuant to Article 30, competent authorities shall cooperate closely to ensure that the exercise of their control and investigative powers and the administrative sanctions that they impose and any other administrative measures that they take, are effective and appropriate on the basis of this regulation. They coordinate their actions in accordance with Article 25 in order to avoid duplication and overlap in the exercise of control and investigative powers as well as the imposition of administrative sanctions in cross-border cases”.*

### **Article 34 of the MAR**

#### **Publication of decisions**

*“1. Without prejudice to the third subsection, the competent authorities shall publish decisions on the imposition of an administrative sanction or other administrative measure in the event of a breach of this Regulation on their websites immediately after the person receiving the decision has been informed of such decision. This publication provides information concerning at least the type and nature of the breach and the identity of the person to whom it is addressed.*

*The first subsection shall not apply to decisions imposing investigative measures.*

*Where a competent authority considers that the publication of the identity of the legal entity to which the decision is based, or the personal data of an natural person, is disproportionate following a case-by-case assessment of the proportionality of the publication of such data or if such publication would jeopardise an ongoing investigation or the stability of the financial markets, it:*

- a) postpones the publication of the decision until the reasons for such postponement cease to exist; or*
- b) publish the decision anonymously in accordance with national law, if the publication ensures the effective protection of the personal data in question;*
- c) does not publish the decision if the competent authority considers that publication pursuant to letters (a) and (b) will be insufficient to ensure:
 
  - i) that the stability of financial markets is not compromised; or*
  - ii) that the proportionality of the publication of the decision in question is ensured, with reference to measures considered of little relevance.**

*Where a competent authority adopts the decision to publish the decision on an anonymous basis referred to in the third subsection, letter b), the publication of relevant data may be postponed for a reasonable period of time in which it is foreseeable that the reasons for anonymous publication will cease to exist at that time.*

*2. If the decision is open to appeal before a judicial, administrative or other national authority, the competent authorities shall also immediately publish this information and any subsequent information on the outcome of the appeal on their website. Any decisions annulling a challengeable decision shall also be published.*

*3. The competent authorities shall ensure that any decision published pursuant to this Article remains accessible on their website for at least five years after publication. The personal data contained in this publication are kept on the website of the competent authority only for the period necessary in accordance with the applicable data protection rules”.*

\* \* \*

## Procedure for the fulfilment of Internal Dealing obligations

### Article 7 Delegated Act 522

#### Trade during a closed period

"1. A person discharging managerial responsibilities within an issuer shall have the right to conduct trading during a closed period as defined under Article 19(11) of Regulation (EU) No 596/2014 provided that the following conditions are met:

a) one of the circumstances referred to in Article 19(12) of Regulation (EU) No 596/2014 is met;  
b) the person discharging managerial responsibilities is able to demonstrate that the particular transaction cannot be executed at another moment in time than during the closed period.

2. In the circumstances set out in Article 19(12)(a) of Regulation (EU) No 596/2014, prior to any trading during the closed period, a person discharging managerial responsibilities shall provide a reasoned written request to the issuer for obtaining the issuer's permission to proceed with immediate sale of shares of that issuer during a closed period.

The written request shall describe the envisaged transaction and provide an explanation of why the sale of shares is the only reasonable alternative to obtain the necessary financing."

### Article 8 Delegated Act 522

#### Exceptional circumstances

"1. When deciding whether to grant permission to proceed with immediate sale of its shares during a closed period, an issuer shall make a case-by-case assessment of a written request referred to in Article 7(2) by the person discharging managerial responsibilities. The issuer shall have the right to permit the immediate sale of shares only when the circumstances for such transactions may be deemed exceptional.

2. Circumstances referred to in paragraph 1 shall be considered to be exceptional when they are extremely urgent, unforeseen and compelling and where their cause is external to the person discharging managerial responsibilities and the person discharging managerial responsibilities has no control over them.

3. When examining whether the circumstances described in the written request referred to in Article 7(2) are exceptional, the issuer shall take into account, among other indicators, whether and to the extent to which the person discharging managerial responsibilities:

a) is at the moment of submitting its request facing a legally enforceable financial commitment or claim;  
b) has to fulfil or is in a situation entered into before the beginning of the closed period and requiring the payment of sum to a third party, including tax liability, and cannot reasonably satisfy a financial commitment or claim by means other than immediate sale of shares."

### Article 9 Delegated Act 522

#### Characteristics of the trading during a closed period

"The issuer shall have the right to permit the person discharging managerial responsibilities within the issuer to trade on its own account or for the account of a third party during a closed period, including but not limited to circumstances where that person discharging managerial responsibilities:

a) had been awarded or granted financial instruments under an employee scheme, provided that the following conditions are met:

i) the employee scheme and its terms have been previously approved by the issuer in accordance with national law and the terms of the employee scheme specify the timing of the award or the grant and the amount of financial instruments awarded or granted, or the basis on which such an amount is calculated and given that no discretion can be exercised;

ii) the person discharging managerial responsibilities does not have any discretion as to the acceptance of the financial instruments awarded or granted;

b) had been awarded or granted financial instruments under an employee scheme that takes place in the closed period provided that a pre-planned and organised approach is followed regarding the conditions, the periodicity, the time of the award, the group of entitled persons to whom the financial instruments are

## *Procedure for the fulfilment of Internal Dealing obligations*

- granted and the amount of financial instruments to be awarded, the award or grant of financial instruments takes place under a defined framework under which any inside information cannot influence the award or grant of financial instruments;*
- c) exercises options or warrants or conversion of convertible bonds assigned to him under an employee scheme when the expiration date of such options, warrants or convertible bonds falls within a closed period, as well as sales of the shares acquired pursuant to such exercise or conversion, provided that all of the following conditions are met:*
- i) the person discharging managerial responsibilities notifies the issuer of its choice to exercise or convert at least four months before the expiration date;*
  - ii) the decision of the person discharging managerial responsibilities is irrevocable;*
  - iii) the person discharging managerial responsibilities has received the authorisation from the issuer prior to proceed;*
- d) acquires the issuer's financial instruments under an employee saving scheme, provided that all of the following conditions are met:*
- i) the person discharging managerial responsibilities has entered into the scheme before the closed period, except when it cannot enter into the scheme at another time due to the date of commencement of employment;*
  - ii) the person discharging managerial responsibilities does not alter the conditions of his participation into the scheme or cancel his participation into the scheme during the closed period;*
  - iii) the purchase operations are clearly organised under the scheme terms and that the person discharging managerial responsibilities has no right or legal possibility to alter them during the closed period, or are planned under the scheme to intervene at a fixed date which falls in the closed period;*
- e) transfers or receives, directly or indirectly, financial instruments, provided that the financial instruments are transferred between two accounts of the person discharging managerial responsibilities and that such a transfer does not result in a change in price of financial instruments;*
- f) acquires qualification or entitlement of shares of the issuer and the final date for such an acquisition, under the issuer's statute or by-law falls during the closed period, provided that the person discharging managerial responsibilities submits evidence to the issuer of the reasons for the acquisition not taking place at another time, and the issuer is satisfied with the provided explanation."*

### **Article 10 Delegated Act 522**

#### **Notifiable transactions**

*"1. Pursuant to Article 19 of Regulation (EU) No 596/2014 and in addition to transactions referred to in Article 19(7) of that Regulation, persons discharging managerial responsibilities within an issuer or an emission allowance market participant and persons closely associated with them shall notify the issuer or the emission allowance market participant and the competent authority of their transactions.*

*Those notified transactions shall include all transactions conducted by persons discharging managerial responsibilities on their own account relating, in respect of the issuers, to the shares or debt instruments of the issuer or to derivatives or other financial instruments linked thereto, and in respect of emission allowance market participants, to emission allowances, to auction products based thereon or to derivatives relating thereto.*

*2. Those notified transactions shall include the following:*

- a) acquisition, disposal, short sale, subscription or exchange;*
- b) acceptance or exercise of a stock option, including of a stock option granted to managers or employees as part of their remuneration package, and the disposal of shares stemming from the exercise of a stock option;*
- c) entering into or exercise of equity swaps;*
- d) transactions in or related to derivatives, including cash-settled transaction;*
- e) entering into a contract for difference on a financial instrument of the concerned issuer or on emission allowances or auction products based thereon;*
- f) acquisition, disposal or exercise of rights, including put and call options, and warrants;*
- g) subscription to a capital increase or debt instrument issuance;*

## *Procedure for the fulfilment of Internal Dealing obligations*

- h) transactions in derivatives and financial instruments linked to a debt instrument of the concerned issuer, including credit default swaps;*
- i) conditional transactions upon the occurrence of the conditions and actual execution of the transactions;*
- j) automatic or non-automatic conversion of a financial instrument into another financial instrument, including the exchange of convertible bonds to shares;*
- k) gifts and donations made or received and inheritance received;*
- l) transactions executed in index-related products, baskets and derivatives, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- m) transactions executed in shares or units of investment funds, including alternative investment funds (AIFs) referred to in Article 1 of Directive 2011/61/EU of the European Parliament and of the Council (4), insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- n) transactions executed by manager of an AIF in which the person discharging managerial responsibilities or a person closely associated with such a person has invested, insofar as required by Article 19 of Regulation (EU) No 596/2014;*
- o) transactions executed by a third party under an individual portfolio or asset management mandate on behalf or for the benefit of a person discharging managerial responsibilities or a person closely associated with such a person;*
- p) borrowing or lending of shares or debt instruments of the issuer or derivatives or other financial instruments linked thereto."*

\* \* \*

### **Commission Implementing Regulation (EU) 2016/523 of 10 March 2016 ("ITS 523")**

#### **Article 1 ITS 523**

##### **Definitions**

*"For the purposes of this Regulation, the following definition shall apply: 'electronic means' are means of electronic equipment for the processing (including digital compression), storage and transmission of data, employing wires, radio, optical technologies, or any other electromagnetic means."*

#### **Article 2 ITS 523**

##### **Format and template for the notification**

- "1. Persons discharging managerial responsibilities and persons closely associated with them shall ensure that the template for notifications set out in the Annex is used for the submission of the notifications of the transactions referred to in Article 19(1) of Regulation (EU) No 596/2014.*
- 2. Persons discharging managerial responsibilities and persons closely associated with them shall ensure that electronic means are used for the transmission of the notifications referred to in paragraph 1. Those electronic means shall ensure that completeness, integrity and confidentiality of the information are maintained during the transmission and provide certainty as to the source of the information transmitted.*
- 3. Competent authorities shall specify and publish on their website the electronic means referred to in paragraph 2 with respect to the transmission to them."*

#### **Article 3 ITS 523**

##### **Entry into force**

*"This Regulation shall enter into force on the day following that of its publication in the Official Journal of the European Union.*

*It shall apply from 3 July 2016."*



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**ATTACHMENT C**

**TEMPLATE FOR NOTIFICATION AND PUBLIC DISCLOSURE OF TRANSACTIONS BY RELEVANT PARTIES  
- ANNEX TO REGULATION (UE) 2016/523 -**

\*\*\*

<b>1</b>	<b>Details of the person discharging managerial responsibilities/person closely associated</b>	
a)	Name	<i>[For natural persons: the first name and the last name] [For legal persons: full name, including legal form as provided for in the register where it is incorporated, if applicable].</i>
<b>2</b>	<b>Reason for the notification</b>	
a)	Position/status	<i>[For persons discharging managerial responsibilities: the position occupied within the issuer, emission allowances market participant/auction platform/auctioneer/auction monitor should be indicated, e.g. CEO, CFO.] [For persons closely associated, — An indication that the notification concerns a person closely associated with a person discharging managerial responsibilities; — Name and position of the relevant person discharging managerial responsibilities.]</i>
b)	Initial notification/amendment	<i>[Indication that this is an initial notification or an amendment to prior notifications. In case of amendment, explain the error that this notification is amending.]</i>
<b>3</b>	<b>Details of the issuer, emission allowance market participant, auction platform, auctioneer or auction monitor.</b>	
a)	Name	<i>[Full name of the entity].</i>
b)	LEI	<i>[Legal Entity Identifier code in accordance with ISO 17442 LEI code.]</i>
<b>4</b>	<b>Details of the transaction(s): section to be repeated for i) each type of instrument; ii) each type of transaction; iii) each date; and iv) each place where transactions have been conducted</b>	
a)	Description of the financial instrument, type of instrument Identification code	<i>[— Indication as to the nature of the instrument: — a share, a debt instrument, a derivative or a financial instrument linked to a share or a debt instrument; — an emission allowance, an auction product based on an emission allowance or a derivative relating to an emission allowance. — Instrument identification code as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</i>
b)	Nature of the transaction	<i>[Description of the transaction type using, where applicable, the type of transaction identified in Article 10 of the Commission Delegated Regulation (EU) 2016/522 (1) adopted under Article 19(14) of</i>

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		<p>Regulation (EU) No 596/2014 or a specific example set out in Article 19(7) of Regulation (EU) No 596/2014.</p> <p>Pursuant to Article 19(6)(e) of Regulation (EU) No 596/2014, it shall be indicated whether the transaction is linked to the exercise of a share option programme.]</p>	
c)	Price(s) and volume(s)	<b>Price(s)</b>	<b>Volume(s)</b>
		<p>[Where more than one transaction of the same nature (purchases, sales, lendings, borrows, ...) on the same financial instrument or emission allowance are executed on the same day and on the same place of transaction, prices and volumes of these transactions shall be reported in this field, in a two columns form as presented above, inserting as many lines as needed.</p> <p>Using the data standards for price and quantity, including where applicable the price currency and the quantity currency, as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</p>	
d)	<p>Aggregated information</p> <ul style="list-style-type: none"> <li>– Aggregated volume</li> <li>– Price</li> </ul>	<p>[The volumes of multiple transactions are aggregated when these transactions:</p> <ul style="list-style-type: none"> <li>– relate to the same financial instrument or emission allowance;</li> <li>– are of the same nature;</li> <li>– are executed on the same day and</li> <li>– are executed on the same place of transaction;</li> </ul> <p>Using the data standard for quantity, including where applicable the quantity currency, as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</p> <p>[Price information:</p> <ul style="list-style-type: none"> <li>– in the case of a single transaction, the price of the single transaction;</li> <li>– in case the volumes of multiple transactions are aggregated: the weighted average price of the aggregated transactions.</li> </ul> <p>Using the data standard for price, including where applicable the price currency, as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</p>	
e)	Date of the transaction	<p>[Date of the particular day of execution of the notified transaction.</p> <p>Using the ISO 8601 date format: YYYY-MM-DD; UTC time].</p>	

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f)	Place of the transaction	<i>[Name and code to identify the MiFID trading venue, the systematic internaliser or the organised trading platform outside of the Union where the transaction was executed as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014, or if the transaction was not executed on any of the above mentioned venues, please mention 'outside a trading venue'.]</i>
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ANNEX C

TEMPLATE FOR NOTIFICATION AND PUBLIC DISCLOSURE FOR RELEVANT PERSONS

- ANNEX TO COMMISSION IMPLEMENTING REGULATION (EU) 2016/523 -

\*\*\*

<b>1</b>	<b>Details of the person discharging managerial responsibilities/person closely associated</b>	
a)	Name	<i>[For natural persons: the first name and the last name(s).] [For legal persons: full name including legal form as provided for in the register where it is incorporated, if applicable.]</i>
<b>2</b>	<b>Reason for the notification</b>	
a)	Position/status	<i>[For persons discharging managerial responsibilities: the position occupied within the issuer, emission allowances market participant/auction platform/auctioneer/auction monitor should be indicated, e.g. CEO, CFO.] [For persons closely associated, — An indication that the notification concerns a person closely associated with a person discharging managerial responsibilities; — Name and position of the relevant person discharging managerial responsibilities.]</i>
b)	Initial notification/Amendment	<i>[Indication that this is an initial notification or an amendment to prior notifications. In case of amendment, explain the error that this notification is amending.]</i>
<b>3</b>	<b>Details of the issuer, emission allowance market participant, auction platform, auctioneer or auction monitor</b>	
a)	Name	<i>[Full name of the entity.]</i>
b)	LEI	<i>[Legal Entity Identifier code in accordance with ISO 17442 LEI code.]</i>
<b>4</b>	<b>Details of the transaction(s): section to be repeated for (i) each type of instrument; (ii) each type of transaction; (iii) each date; and (iv) each place where transactions have been conducted</b>	
a)	Description of the financial instrument, type of instrument Identification code	<i>[— Indication as to the nature of the instrument: — a share, a debt instrument, a derivative or a financial instrument linked to a share or a debt instrument; — an emission allowance, an auction product based on an emission allowance or a derivative relating to an emission allowance. — Instrument identification code as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</i>
b)	Nature of the transaction	<i>[Description of the transaction type using, where applicable, the type of transaction identified in Article 10 of the Commission Delegated Regulation (EU) 2016/522 adopted under Article 19(14) of Regulation</i>

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		<p>(EU) No 596/2014 or a specific example set out in Article 19(7) of Regulation (EU) No 596/2014.</p> <p>Pursuant to Article 19(6)(e) of Regulation (EU) No 596/2014, it shall be indicated whether the transaction is linked to the exercise of a share option programme.]</p>	
c)	Price(s) and volume(s)	<b>Price(s)</b>	<b>Volume(s)</b>
		<p>[Where more than one transaction of the same nature (purchases, sales, lendings, borrows, ...) on the same financial instrument or emission allowance are executed on the same day and on the same place of transaction, prices and volumes of these transactions shall be reported in this field, in a two columns form as presented above, inserting as many lines as needed.</p> <p>Using the data standards for price and quantity, including where applicable the price currency and the quantity currency, as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</p>	
d)	Aggregated information – Aggregated volume – Price	<p>[The volumes of multiple transactions are aggregated when these transactions:</p> <ul style="list-style-type: none"> <li>– relate to the same financial instrument or emission allowance;</li> <li>– are of the same nature;</li> <li>– are executed on the same day; and</li> <li>– are executed on the same place of transaction.</li> </ul> <p>Using the data standard for quantity, including where applicable the quantity currency, as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</p> <p>[Price information:</p> <ul style="list-style-type: none"> <li>– In case of a single transaction, the price of the single transaction;</li> <li>– In case the volumes of multiple transactions are aggregated: the weighted average price of the aggregated transactions.</li> </ul> <p>Using the data standard for price, including where applicable the price currency, as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014.]</p>	
e)	Date of the transaction	<p>[Date of the particular day of execution of the notified transaction.</p> <p>Using the ISO 8601 date format: YYYY-MM-DD; UTC time.]</p>	

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f)	Place of the transaction	<i>[Name and code to identify the MiFID trading venue, the systematic internaliser or the organised trading platform outside of the Union where the transaction was executed as defined under Commission Delegated Regulation supplementing Regulation (EU) No 600/2014 of the European Parliament and of the Council with regard to regulatory technical standards for the reporting of transactions to competent authorities adopted under Article 26 of Regulation (EU) No 600/2014, or if the transaction was not executed on any of the above mentioned venues, please mention 'outside a trading venue'.]</i>
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*Procedure for the fulfilment of Internal Dealing obligations*

**ATTACHMENT D**

**TRANSACTIONS THAT JUSTIFY THE AUTHORISATION TO TRADE IN THE BLOCKING PERIOD.**

\* \* \*

**Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 (“Delegated Act 522”)**

**Article 9 Delegated Act 522**

**Characteristics of the trading during a closed period**

*“The issuer shall have the right to permit the person discharging managerial responsibilities within the issuer to trade on its own account or for the account of a third party during a closed period, including but not limited to circumstances where that person discharging managerial responsibilities:*

- a) had been awarded or granted financial instruments under an employee scheme, provided that the following conditions are met:
 
  - i) the employee scheme and its terms have been previously approved by the issuer in accordance with national law and the terms of the employee scheme specify the timing of the award or the grant and the amount of financial instruments awarded or granted, or the basis on which such an amount is calculated and given that no discretion can be exercised;*
  - ii) the person discharging managerial responsibilities does not have any discretion as to the acceptance of the financial instruments awarded or granted;**
- b) had been awarded or granted financial instruments under an employee scheme that takes place in the closed period provided that a pre-planned and organised approach is followed regarding the conditions, the periodicity, the time of the award, the group of entitled persons to whom the financial instruments are granted and the amount of financial instruments to be awarded, the award or grant of financial instruments takes place under a defined framework under which any inside information cannot influence the award or grant of financial instruments;*
- c) exercises options or warrants or conversion of convertible bonds assigned to him under an employee scheme when the expiration date of such options, warrants or convertible bonds falls within a closed period, as well as sales of the shares acquired pursuant to such exercise or conversion, provided that all of the following conditions are met:
 
  - i) the person discharging managerial responsibilities notifies the issuer of its choice to exercise or convert at least four months before the expiration date;*
  - ii) the decision of the person discharging managerial responsibilities is irrevocable;*
  - iii) the person discharging managerial responsibilities has received the authorisation from the issuer prior to proceed;**
- d) acquires the issuer’s financial instruments under an employee saving scheme, provided that all of the following conditions are met:
 
  - i) the person discharging managerial responsibilities has entered into the scheme before the closed period, except when it cannot enter into the scheme at another time due to the date of commencement of employment;*
  - ii) the person discharging managerial responsibilities does not alter the conditions of his participation into the scheme or cancel his participation into the scheme during the closed period;**

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- iii) the purchase operations are clearly organised under the scheme terms and that the person discharging managerial responsibilities has no right or legal possibility to alter them during the closed period, or are planned under the scheme to intervene at a fixed date which falls in the closed period;*
- e) transfers or receives, directly or indirectly, financial instruments, provided that the financial instruments are transferred between two accounts of the person discharging managerial responsibilities and that such a transfer does not result in a change in price of financial instruments;*
- f) acquires qualification or entitlement of shares of the issuer and the final date for such an acquisition, under the issuer's statute or by-law falls during the closed period, provided that the person discharging managerial responsibilities submits evidence to the issuer of the reasons for the acquisition not taking place at another time, and the issuer is satisfied with the provided explanation."*



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ANNEX D

LIST OF TRANSACTION WHICH JUSTIFY THE PERMISSION FOR TRADING DURING THE CLOSED PERIOD

\* \* \*

**Commission Delegated Regulation (EU) 2016/522 of 17 December 2015 (“Delegated Regulation 522”)**

*Article 9, Delegated Regulation 522*

**Characteristics of the trading during a closed period**

*“The issuer shall have the right to permit the person discharging managerial responsibilities within the issuer to trade on its own account or for the account of a third party during a closed period, including but not limited to circumstances where that person discharging managerial responsibilities:*

- (a) had been awarded or granted financial instruments under an employee scheme, provided that the following conditions are met:
 
  - (i) the employee scheme and its terms have been previously approved by the issuer in accordance with national law and the terms of the employee scheme specify the timing of the award or the grant and the amount of financial instruments awarded or granted, or the basis on which such an amount is calculated and given that no discretion can be exercised;*
  - (ii) the person discharging managerial responsibilities does not have any discretion as to the acceptance of the financial instruments awarded or granted;**
- (b) had been awarded or granted financial instruments under an employee scheme that takes place in the closed period provided that a pre-planned and organized approach is followed regarding the conditions, the periodicity, the time of the award, the group of entitled persons to whom the financial instruments are granted and the amount of financial instruments to be awarded, the award or grant of financial instruments takes place under a defined framework under which any inside information cannot influence the award or grant of financial instruments;*
- (c) exercises options or warrants or conversion of convertible bonds assigned to him under an employee scheme when the expiration date of such options, warrants or convertible bonds falls within a closed period, as well as sales of the shares acquired pursuant to such exercise or conversion, provided that all of the following conditions are met:
 
  - (i) the person discharging managerial responsibilities notifies the issuer of its choice to exercise or convert at least four months before the expiration date;*
  - (ii) the decision of the person discharging managerial responsibilities is irrevocable;*
  - (iii) the person discharging managerial responsibilities has received the authorization from the issuer prior to proceed;**
- (d) acquires the issuer’s financial instruments under an employee saving scheme, provided that all of the following conditions are met:
 
  - (i) the person discharging managerial responsibilities has entered into the scheme before the closed period, except when it cannot enter into the scheme at another time due to the date of commencement of employment;*
  - (ii) the person discharging managerial responsibilities does not alter the conditions of his participation into the scheme or cancel his participation into the scheme during the closed period;**

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- (iii) the purchase operations are clearly organized under the scheme terms and that the person discharging managerial responsibilities has no right or legal possibility to alter them during the closed period, or are planned under the scheme to intervene at a fixed date which falls in the closed period;*
- (e) transfers or receives, directly or indirectly, financial instruments, provided that the financial instruments are transferred between two accounts of the person discharging managerial responsibilities and that such a transfer does not result in a change in price of financial instruments;*
- (f) acquires qualification or entitlement of shares of the issuer and the final date for such an acquisition, under the issuer's statute or by-law falls during the closed period, provided that the person discharging managerial responsibilities submits evidence to the issuer of the reasons for the acquisition not taking place at another time, and the issuer is satisfied with the provided explanation".*