

TARKETT

Société anonyme (limited liability company) with a share capital of €327,751,405
Registered office: 1 Terrasse Bellini, Tour Initiale, 92919 Paris la Défense CEDEX
352 849 327 Trade and Companies Register of Nanterre

CODE OF CONDUCT FOR SECURITIES MARKETS MATTERS

Preamble

The following code of conduct for securities markets matters (hereinafter the “Code”) is intended to remind Directors and Officers, Senior Executives, Permanent Insiders and Occasional Insiders (as defined below) of applicable laws relating to financial markets.

Tarkett (the “Company”) wishes to ensure that the recommendations issued by market authorities with respect to the management of risks relating to the possession, disclosure and potential use of Inside Information (as defined below) are followed.

Tarkett reminds its Directors and Officers, Senior Executives, Permanent Insiders and Occasional Insiders that they are responsible for complying and enforcing compliance with these rules within the Company and the Tarkett Group (as defined below) through the implementation of preventive measures.

The purpose of this Code is therefore to draw the attention of Directors and Officers, Senior Executives, Permanent and Occasional Insiders to (i) applicable laws and regulations, as well as administrative and/or criminal sanctions that may result from a failure to comply with these laws and regulations; and (ii) the implementation of preventive measures enabling them to invest in Company Financial instruments while complying with laws on market integrity. Outside third parties are subject to securities regulations but are not bound by this Code.

For further information on the interpretation, use or application of this Code, please contact the General Counsel of the Tarkett Group, who has been appointed “Securities Compliance Officer”, at the following address: Wendy.KoolFoulon@tarkett.com.

<p>IMPORTANT: All Directors and Officers, Senior Executives, Permanent Insiders and Occasional Insiders are responsible for informing themselves, for complying with this Code and for personally ensuring that their investment activities, and more generally the Transactions in Company Financial instruments they carry out, are licit.</p>

1. Definitions

For purposes of this Code:

AMF means the *Autorité des marchés financiers* (the French financial markets authority).

Addressee(s) means the Directors and Officers, Senior Executives, other Permanent Insiders and the Occasional Insiders to whom this Code is addressed.

Addressees of Inside Information means the Directors and Officers, Senior Executives, and other Permanent and Occasional Insiders.

Addressees of Sensitive Information means any person having access to a sensitive and/or confidential information, of any nature whatsoever (notably technical, commercial, financial, accounting, legal or administrative) regarding, directly or indirectly, the Company and / or the Group, and that does not meet all criteria to be qualified as an Inside Information.

Tarkett Group means the Company and all of its controlled subsidiaries within the meaning of Article L.233-3 of the *Code de commerce* (French Commercial Code).

Inside Information means any information of a precise nature that has not been made public, relating directly or indirectly to the Tarkett Group, the Company, or one or more Company Financial instruments, and which, if it were made public, would be likely to significantly influence the price of Company Financial instruments - those financial instruments or of related derivative financial instruments (Article 7.1 of MAR).

In addition:

- Information should only be considered “public” if it has been the subject of a press release by the Company and/or of a legal publication.
The publication in the press or via any other media of rumors relating to information not officially confirmed by the Company in a “public” manner does not theoretically imply that such information ceases to be Inside Information.
- Information is deemed to be of “precise” nature if it indicates a set of circumstances or an event that has occurred or is likely to occur and if a conclusion may be drawn as to the possible effect of such a set of circumstances or event on the price of the Company’s financial instruments.

- An intermediate stage of a multiple-stages process is considered an Inside Information if, by itself, this stage is meeting the criteria defined by Article 7 of MAR.
- Information that, if it were made public, “would be likely to significantly influence the price of the Company’s financial instruments” is information that a reasonable investor would be likely to use as part of the basis for his or her investment decisions.

In practice, and by way of indicative example, the following could be deemed “Inside Information” until made public (note that this list is not exhaustive):

- any forecast relating to revenue or profits for the quarter, half-year or year;
- any forecast as to the growth of revenue, profits or dividends, or more generally any forecast as to changes in any financial indicator;
- any monthly report that may reveal a significant discrepancy with the forecasts communicated by the Company or with the market consensus;
- any proposed significant acquisition, sale, merger or partnership likely to have a material effect for the Group, the preparation for such a transaction, even at a hypothetical or preliminary stage where its progress make it probable that the transaction could be realized ;
- any projected material contract;
- any one-off event (such as litigation, disputes, financial transactions, restructuring, organizational changes or change of Chairman of the Management Board and of the Supervisory Board, industrial accident, etc.) likely to have a material influence on the Company’s condition;
- any information referred to in the above sub-paragraphs relating to an entity in which the Company has an investment and that, if it were published, would be likely to significantly influence the price of Company’s financial instruments.

It is specified, to the extent necessary, that the characterization of these situations and illustrative events as Inside Information must be assessed on a case-by-case basis.

Occasional Insider means any person working or not for the Company and/or for the Tarkett Group who may hold Inside Information (as defined above) relating directly or indirectly to the Company and/or the Tarkett Group as a result of his/her involvement in a specific transaction.

Permanent Insider means any person who, due to the nature of his/his function or position, has access at all times to all Inside Information (as defined above) relating directly or indirectly to the Company and/or the Tarkett Group.

Directors and Officers means the members of the Supervisory Board (*Conseil de Surveillance*) and of the Management Board (*Directoire*) of the Company.

MAR means the European Regulation n° 596/2014 dated April 16 2014, as well as other acts adopted to ensure its enforcement, in particular European Regulation n° 2016/347 dated March 10, 2016, on format and update of lists of Insiders.

Senior Executive means a person who, like the Directors and Officers, has the power to take managerial decisions affecting the future developments and business prospects of the Company and / or the Group, and who has regular access to Inside Information relating directly or indirectly the Company and / or the Group, as defined into article 3 of MAR.

Company Financial instruments means:

- (i) shares and any negotiable securities (including bonds) issued or to be issued by the Company;
- (ii) rights detachable from such securities, particularly preferential subscription or allocation rights;
- (iii) any derivative instrument derived from the rights or securities referred to in (i) and (ii) above, and in particular futures contracts (including equivalent instruments for settlement in cash, swaps and options).

Transaction means:

- (i) any purchase, sale, subscription, exchange or conversion of Company Financial instruments, whether immediately or in the future, and whether on or off-market,
- (ii) the entering into an undertaking to buy or sell Company Financial instruments,
- (iii) any transaction in derivative products of which the underlying instruments are Company Financial instruments,
- (iv) any hedging transaction whose effect is to acquire or transfer the economic risk attached to Company Financial instruments performed directly or indirectly by a Permanent Insider or Occasional Insider on his or her own behalf or on behalf of a third party.

Exercises of stock options and decisions to opt for the payment of dividends in shares are also considered Transactions.

2. Process of management of Inside Information

In accordance with the AMF recommendation¹, the Company has set up an “Inside Information management Committee” (the “Committee”), which purpose is to assess whether an information is likely to be considered as Inside or not, in order to determine if this information should, on one hand, be circulated and / or used, and should, on the other hand, be communicated to the public, or if its publication could be differed under the conditions defined by applicable laws and regulations.

In case of decision to delay the publication, the Committee will take care of the *ex post* notification of said delay to the AMF, under the conditions defined by applicable laws and regulations.

The Committee is composed of the Group General Counsel and the Group CFO. It will also be able to invite or consult any employee from General, Legal, Finance or any other department of the Company or of the Group, depending on the circumstances and topics he will deal with.

The Committee shall meet whenever circumstances require, and in any case no less than once per month.

Any Addressee of Inside Information should immediately refer to the Committee for an advisory opinion in case of doubt of the Inside assessment of an information, as well as in case of the decision to delay its publication under the conditions defined by applicable laws and regulations.

The Committees’ works are transcribed into a written confidential report, which will be drawn up and kept by the Securities Compliance Officer.

3. Principles of Financial Disclosure

In accordance with Article 17.1 of MAR, the Company must disclose to the public as soon as possible any Inside Information that directly concerns it, subject to the exceptions provided for by applicable regulations.

In accordance with applicable regulations, the practice of “selective disclosure”, intended to help analysts form their earnings predictions, is prohibited. The objective of the Tarkett Group’s financial disclosure policy is to ensure simultaneous, effective and complete disclosure of relevant, precise, true and accurate information, disclosed in a timely manner, with every communication from the Company providing everyone access to the same information at the same time.

Only authorized persons within the Tarkett Group are allowed to disclose information, directly or indirectly, to the financial markets via the press or any other media.

In addition to the confidentiality obligations referred to in Section 4 below, the Tarkett Group has implemented “quiet periods”, which are the periods immediately preceding earnings releases, during which the Tarkett Group generally avoids any contact with the financial community².

¹ AMF position-recommendation n° 2016-08 dated October 26, 2016, p. 6

² AMF position-recommendation n° 2016-08 dated October 26, 2016, p.25

The company will release on its corporate website, at the beginning of each fiscal year, the indicative schedule of *quiet periods* for said fiscal year.

When it deems it necessary, the Company will be able, at its sole discretion, to bring updates to the Quiet periods' agenda, and in such case, if appropriate, will inform the financial community of this update.

4. Confidentiality Obligations

Any Addressee in possession of Inside Information must:

- refrain from communicating it to any other person, including within the Company or the Tarkett Group, other than in the ordinary course of performing his or her work, profession or duties and after taking the necessary steps to ensure that the person receiving such Inside Information will comply with applicable confidentiality obligations;
- keep all Inside Information confidential from any person, including within the Company or the Tarkett Group, whose business or assignment does not require such persons to be aware of such information; and
- refrain from disclosing information or spreading rumors, whether through the media (including the Internet) or by any other means, which are or are likely to be false or misleading as regards the Company Financial instruments and/or the condition, results or prospects of the Company or the Tarkett Group.

Any attempt to fail to comply with the above obligations is also prohibited.

In addition, all Addressees are advised to inform the Compliance Officer and the Chairman of the Management Board (*Président du Directoire*) as soon as they become aware or suspect that Inside Information has been disclosed (for example at an internal or external meeting).

The confidentiality obligations provided for by the present section are also applicable to the Addressees of Sensitive Informations, as long as lasts the period of which they have been notified.

5. General Obligation to Refrain from engaging in Transactions in Company Financial instruments

5.1 Possession of Inside Information

Any Addressee in possession of Inside Information must:

- refrain from engaging, directly or indirectly, whether on his or her own behalf or on behalf of another, on or off-market, in any Transaction in Company Financial instruments before such information has been made public;
- refrain from advising third parties to engage in Transactions on the basis of Inside Information or in a context in which such information would be known by the person making such recommendation ; and
- refrain from using an Inside Information to cancel or edit a Transaction order, when said order was placed before holding the Inside Information.

Addressees in possession of Inside Information are reminded of the risk involved in the carrying out of Transactions in Company Financial instruments by persons closely associated, including the persons related to them listed in Section 6 below and more generally all persons who, by reason of their

relationship with the Addressee in possession of Inside Information, could be suspected of having used Inside Information disclosed by such Addressee.

The attempt to realize prohibited operations is also considered unlawful.

Where the Addressee is a legal entity, the obligations to refrain from engaging in Transactions in Company Financial instruments also apply to the individuals involved in the decision to engage in the Transaction on behalf of the considered legal entity.

In addition, any Addressee who has doubts or questions about a potential Transaction in Company Financial instruments or the content of the information that he or she may disclose, in particular in connection with an oral or written presentation, should consult his or her superior or the Securities Compliance Officer. In the event of doubt or while awaiting a response from the Securities Compliance Officer, the information in question should not be disclosed.

Refraining obligations provided for in present section could also be applicable to the Addressees of Sensitive Informations, as long as lasts the period of which they have been notified, and for the concerned Addressees of Sensitive Informations, during the black-out periods defined hereafter.

5.2 Black-out periods

5.2.1 General rule

Without prejudice to the general obligation to refrain from engaging in Transactions in Company Financial instruments described in Section 5.1 above, and for improved prevention of market abuses (insider trading and market manipulation notably), Permanent Insiders and the concerned Addressees of Sensitive Informations – even if they do not believe they are in possession of Inside Information – shall refrain from engaging in Transactions in Company Financial instruments, directly or indirectly, for their own account or on behalf of another:

1. **during the continuous period beginning 30 calendar days before the date on which the annual consolidated financial statements (or failing, the annual non-consolidated financial statements) and the half-year financial statements of the Company are made public, and ending one trading session after the release of such information;**
2. **during the continuous period beginning 21 calendar days before the date on which the Company's quarterly results are made public, and ending one trading session after the release of such information.**

The financial disclosure schedule, that includes in particular planned dates for release of periodic information, namely the annual and half-year financial statements and quarterly information, is prepared annually by the Management Board and published on the Company's website.

At the beginning of each fiscal year, the Securities Compliance Officer informs Permanent Insiders and the concerned Addressees of Sensitive Informations of black-out periods resulting from the publication of annual and half-year financial statements and quarterly financial information, based on the financial disclosure schedule determined for such fiscal year.

5.2.2 Additional periods

Additional black-out periods may be decided by the Committee or by Directors and Officers in the event of financial transactions that could significantly influence the price of the Company's financial instruments, or in the event of the existence of Inside Information relating to the Company's business.

The Securities Compliance Officer informs the Permanent Insiders and Occasional Insiders of these additional black-out periods by any means.

In such cases, Permanent Insiders and Occasional Insiders shall refrain from entering into any Transactions with Company Financial instruments, either directly or indirectly, on their own behalf or on behalf of another, beginning on the day they became aware of such a project constituting Inside Information and ending on the date after the release by the Company via the press (including the Internet) of the confidential information on such a project.

5.2.3 *Specific provisions relating to shares granted for free*

These black-out periods are separated from the specific black-out periods resulting from regulations governing the grant of free shares (whether or not subject to Articles L.225-197-1 *et seq.* of the French Commercial Code), which provides that following the end of mandated holding period, shares granted for free may not be transferred:

1. during the **ten trading sessions preceding** and **three trading sessions following** the date on which the consolidated financial statements (or failing which the Company financial statements) are made public; and
2. during the period between the date on which the Company's governing bodies become aware of Inside Information and the date **following ten trading sessions** from the day on which the information is made public.

5.2.4 *Specific provisions relating to options to subscribe for or to acquire shares*

It is reminded that in accordance with Article L.225-177 of the French Commercial Code, options to subscribe for or to acquire shares, may not be granted:

1. during the **ten trading sessions preceding and following** the date on which the consolidated financial statements (or failing which the Company financial statements) are made public;
2. during the period between the date on which the Company's governing bodies become aware of Inside Information and the **date following ten trading sessions** from the date on which the information is made public.

5.2.5 *Shares to be held in registered form*

Directors and Officers and their cohabiting spouses and dependent children must, within the period mandated by regulations, register all Company Financial instruments that they hold or come to hold³.

Voting and dividend rights pertaining to shares held by any person not in compliance with these obligations shall be suspended until the situation is corrected. Any vote cast or dividend paid during the suspension is null and void⁴.

³ Article L.225-109 of the French Commercial Code contains the list of persons subject to this obligation. Currently, the prescribed period is twenty days after coming into possession of the securities (Article R.225-111 of the French Commercial Code).

⁴ Article L.225-109, paragraph 2 of the French Commercial Code.

6. Prohibited Transactions

Pursuant to the Company's by-laws, each member of the Supervisory Board must hold at least 1,000 Company shares. Until he or she holds 1,000 shares, each member of the Supervisory Board must use half of his or her attendance fees to acquire Company shares.

Members of the Management Board and certain employees and executives of the Tarkett Group are also shareholders of the Company due to their participation in Group's incentive plans giving the right to receive free shares.

To prevent stock price manipulation, Directors and Officers and, more generally, all Addressees, are strictly prohibited from entering into the following transactions:

- short selling Company Financial instruments;
- **rolling over deferred settlement orders;**
- **short-term buying and selling of Company Financial instruments**, that is to say back and forths over a period of less than 20 trading days (with the exception of selling shares following the exercise of stock options).

In accordance with the recommendations of the AFEP-MEDEF Code, members of the Management Board who hold stock options and/or performance shares are prohibited from hedging their risk on either the options or the underlying shares or the performance shares, until the end of the period determined by the Supervisory Board for holding the shares⁵.

7. Reporting Requirements

Pursuant to Articles L.621-18-2 and R.621-43-1 of the French Monetary and Financial Code and Article 19 of MAR, Directors and Officers, Senior Executives and persons closely associated with such persons are required to notify the AMF and to the Company by electronic means within three business days after carrying out any Transaction in Company Financial instruments.

Persons closely associated to a Director or Officer or a Senior Executive, as defined by Article R.621-43-1 of the French Monetary and Financial Code, are the following:

1. his or her cohabiting spouse or partner with whom he or she has entered into a civil solidarity agreement;
2. children in respect of whom he or she exercises parental authority, or residing with him or her either habitually or during certain periods of the year, or of whom he or she is effectively or permanently responsible;
3. any other relative by blood or marriage who has resided in his or her home for at least one year on the date of the transaction concerned;
4. any legal entity, whether formed under French or foreign law; and
 - the direction, administration or management of which is the responsibility of the Director or Officer or of a Senior Executive or of any of the persons referred to in 1, 2

⁵ Moreover, the members of the Management Board must formally undertake not to engage in such hedging transactions.

or 3 above, and which acts in the interests of any of those persons (for example, a company of which an officer is a member of the board and which acts in the interest of such board member)⁶;

- or that is directly or indirectly controlled, within the meaning of Article L.233-3 of the French Commercial Code, by the Director or Officer or a Senior Executive or by one of the persons referred to in 1, 2 or 3 (for example, a company in which an officer holds more than 50% of the share capital);
- or that is formed for the benefit of a Director or Officer or a Senior Executive or one of the persons referred to in 1, 2 or 3;
- or of which a Director or Officer or a Senior Executive or one of the persons referred to in 1, 2 or 3 receives at least the majority of the economic benefits.

Pursuant to Article 19.6 of MAR, the notice must include the following information:

- the name and position of the Director or Officer or the Senior Executive having carried out a Transaction in the Company Financial instruments;
- for persons closely associated to a Director or Officer or a Senior Executive, the name of such person, indicating to which Director or Officer or Senior Executive he or she is related and the duties of such Director or Officer or Senior Executive;
- the Company's name;
- a description of the financial instrument;
- the nature of the Transaction in the Company Financial instruments (purchase, sale, exchange, contribution, derivatives transaction, etc.);
- the date and place of the Transaction; and
- the unit price and amount of the Transaction.

A form of this notice is annexed to this Code. The notice must be sent electronically via the “Onde” extranet of the AMF website or to the following address:

<https://onde.amf-france.org/RemiseInformationEmetteur/Client/PTRemiseInformationEmetteur.aspx>

Directors and Officers and Senior Executives are required to report to the Securities Compliance Officer, upon his or her request, the number and type of Company Financial instruments that they hold, as well as any relevant information as to their ownership of the Company Financial instruments (separate beneficial and legal ownership, undertakings to buy or sell, pledges of the Company Financial instruments, etc.).

In addition, Directors and Officers are reminded that they are required to notify the AMF on a monthly basis of the number of Company Financial instruments that they sell to the Company in connection with a share buyback program⁷.

⁶ In other words, if the company of which the Director or Officer or Senior Executive in question is a board member acts on its own interest and not in the personal interest of the Director or Officer or Senior Executive, no notice is required.

⁷ Article 241-5 of the AMF General Regulations.

Exceptions to the reporting requirement:

The above-referenced notification is not required where the cumulative amount of such Transactions does not exceed €20,000 in a calendar year, provided that when the transactions relate to financial instruments associated with the Company Financial instruments, this amount applies to the underlying Company Financial instruments⁸. This amount is calculated by aggregating transactions carried out by the Corporate Officer or Senior Executive with transactions carried out on behalf of persons closely associated to him or her.

The AMF also provides for specific exemptions (see [Annex 2](#)).

Information process for members of the EMC

In order to ensure its compliance with all the black-out periods, members of the Executive Management Committee (also called “EMC”) should necessarily, and by any mean, consult the Securities Compliance Officer prior to any Transaction.

It is reminded that it is the responsibility of any member of the EMC, like for any shareholder or insider, to make sure that his/her Transactions are licit, and that the Securities Compliance Officer should not be legally liable for providing this advisory opinion.

8. Compliance with the Code and Sanctions

8.1 Ethics

Tarkett’s Securities Compliance Officer shall monitor compliance with this Code, although the ultimate responsibility for complying with applicable regulations lies with each Permanent or Occasional Insider.

In connection with his or her duties, the Securities Compliance Officer is charged with:

- informing Permanent and Occasional Insiders as well as concerned Addressees of Sensitive Information in advance of the black-out periods resulting from the release of Tarkett’s annual and half-year financial statements and quarterly financial information (as defined in Sections 5.2.1 and 5.2.2 above), based on the expected dates of such release, set on an annual basis;
- collecting notices of Transactions in Company Financial instruments from Directors and Officers and Senior Executives pursuant to the conditions defined in Section 7 above;
- informing the Chairman of Tarkett’s Management Board (*Président du Directoire*) as soon as possible of any discovered violations of this Code or stock exchange regulations;
- preparing lists of Permanent Insiders and, where applicable, Occasional Insiders in accordance with Article 18 of MAR;
- informing Permanent Insiders and Occasional Insiders of their inclusion on each list referred to above;

⁸ Article 223-23 of the AMF General Regulations.

- updating the lists of Permanent Insiders and Occasional Insiders and submitting them to the AMF upon request, as well as retaining them for five years from the date on which they were prepared or updated;
- if needed, to hold and update the list of Addressees of Sensitive Informations;
- preparing and updating, pursuant to Article 19.5 of MAR, the list of Senior Executives as well as persons who are closely associated to them, as defined in above section 7.

8.2 Obligation to Inform

In order to ensure compliance with this Code within the Tarkett Group, Addressees must implement all measures to prevent violations of the Code, including in particular:

- (i) informing the Securities Compliance Officer of any project that is not yet public and that may, by its nature, constitute Inside Information and, if it does, providing the Securities Compliance Officer with an evolving list of insiders with respect to the project, using the forms for adding and removing names attached as Annex 3 to this Code;
- (ii) proceed to the execution of confidentiality agreements (or any similar written document) for her or himself and from all persons under their authority or supervision, whether employees or third parties, who work on sensitive matters entailing Inside Information;
- (iii) informing their teams working on sensitive matters of the existence and content of this Code and requiring them to sign an undertaking to comply with it;
- (iv) notifying the Securities Compliance Officer without delay if Inside Information has been revealed.

Addressees are reminded that in the event of any doubt, it is imperative to inform the Securities Compliance Officer of the nature of the transactions in Company Financial instruments that they are contemplating to carry out.

Addressees are also reminded that the implementation of these preventive measures does not exclude criminal liability in the event of a violation.

8.3 Sanctions

Depending on the situation, failure to comply with applicable regulations constitutes either a criminal violation or an administrative violation, as summarized below. This summary being not exhaustive; Addressees should refer to the actual legislation and regulation.

8.3.1 *Insider trading*

Said laws and regulations notably provide that:

- (i) any Permanent or Occasional Insider possessing Inside Information who carries out, attempts to carry out or facilitates, either directly or through an intermediary, one or more transactions before the public has knowledge of such information shall incur a penalty of **five years**'

imprisonment and a fine of **€100,000,000** (such amount may be increased to ten times the amount of any profit realized and shall not be less than the amount of such profit)⁹; and

- (ii) any Permanent or Occasional Insider possessing Inside Information who discloses, or tries to disclose, such information to a third party other than in the ordinary course of his or her profession or duties shall incur a penalty of **five years imprisonment** and a fine of **€100,000,000** (such amount may be increased to ten times the amount of any profit realized and shall not be less than the amount of such profit)¹⁰.

The scope of (i) and (ii) above extends to any person who knowingly obtains Inside Information, whether or not in connection with the practice of his or her profession. Thus, any person other than those referred to in (i) and (ii) above who knowingly obtains Inside Information and who carries out, attempts to carry out or facilitates any transaction, either directly or through an intermediary, or who discloses, or tries to disclose such information to a third party before the public has knowledge thereof, shall incur a penalty of **five years imprisonment** and a fine of **€100,000,000** (such amount may be increased to ten times the amount of the profit realized and shall not be less than the amount of such profit)..

8.3.2 *Insider misconduct*

Alternatively from the criminal sanctions referred to in Section 8.3.1 above, in the event of a failure to comply with MAR provisions, described, in particular, in connection with Section 5 (General Obligations to Refrain from engaging in Transactions in Company Financial instruments), and Section 6 (Prohibited Transactions), the AMF may impose a fine the amount of which may not exceed **€100,000,000** or, if profits have been realized, ten times the amount of such profits¹¹.

These sanctions may apply to individuals and legal entities.

It is reminded that in connection with measures implemented to prevent insider trading or misconduct, Directors and Officers are required to comply with the notification requirements referred to in Section 7 (Reporting Requirements).

⁹ Article L.465-1 paragraph 1. A of the French Monetary and Financial Code.

¹⁰ Article L.465-3 paragraph 1 of the French Monetary and Financial Code.

¹¹ Article L. 621-15 III c) of the French Monetary and Financial Code.

Annex 1 – Form of report to be completed on the AMF Onde extranet

REPORT ON TRANSACTIONS PERFORMED IN COMPANY FINANCIAL INSTRUMENTS

1. Company corporate name

Company corporate denomination:

2. Identity of the reporting person

The identity of the reporting person corresponds to that of the person subject to the notification requirement.

Type of person: [individual]

Last Name:

First Name:

The reporting person is:

- a person mentioned in Article L.621-18-2 of the Monetary and Financial Code
- a person related to a Director or Officer, as referred to in Article L.621-18-2 of the Monetary and Financial Code

Please specify the duties exercised within the issuer:

Position:

3. Description of the financial instrument

Description of the financial instrument:

4. Nature of the transaction

Transaction carried out in connection with a programmed trading mandate in accordance with AMF Recommendation No. 2010-07

Nature of the transaction:

5. Date of the transaction

Date of the transaction:

6. Place of the transaction

Place of the transaction:

7. Amount of the transaction

Unit Price	Unit Currency		Amount	Currency
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8. Additional information: nature of the financial instrument/other Directors or Officers to whom the person is related/other

Annex 2 – Extract of the AMF Position-Recommendation dated October 26, 2016

Guide on permanent information and management of inside information

The following transactions do not have to be reported:

- operations undertaken by a credit institution or by an investment service provider, on behalf of third parties, when said credit institution or service provider or one of its manager is a corporate officer of a listed company;
- operations undertaken by entities which are corporate officers when they act on behalf of third parties;
- a pledge (or a similar security interest) on financial instruments related to the depositing of the financial instruments in a custody account unless and until such time that such pledge (or other security interest) is designated to secure a specific credit facility (article 19.7 of MAR).

Annex 3 – Form for Inclusion or Removal of an Employee or outside party

Person to be included	Reason for inclusion
Last and first Name Position Professional address and phone number email Personal address and phone number ID number Date of inclusion . / .. / .. (JJ/MM/AA) Time of inclusion . / .. / .. Date of birth . / .. / .. (JJ/MM/AA)	<p>Permanent Insider</p> <p><input type="checkbox"/> Participates in the preparation (or prior review) of documents or press releases intended for shareholders.</p> <p><input type="checkbox"/> Participates in the final preparation of the consolidated or non-consolidated financial statements of</p> <p><input type="checkbox"/> Is involved in actions that are significant at the Group level with respect to performance, assets, risks or liabilities.</p> <p><input type="checkbox"/> Performs duties that may give him or her access to information held by persons of high ranking positions within </p> <p>Occasional Insider</p> <p><input type="checkbox"/> Indicate the concerned project: </p>
<input type="checkbox"/> I acknowledge that these data could be sent to the AMF _____ (insider signature)	

Person to be removed from the list	Reason for removal
Last Name	<input type="checkbox"/> Resignation - Dismissal
First Name	<input type="checkbox"/> Retirement - Death/Disability
Position	<input type="checkbox"/> Modification or termination of contract or of assignment
Date of removal (JJ/MM/AA) .. / .. / ..	If the person was a permanent insider employee
Time of removal (JJ/MM/AA) .. / .. / ..	<input type="checkbox"/> Transfer within the Group, with new duties that do not result in the employee regularly having inside information.
Name of replacement:	If the person was an occasional insider employee
<input type="checkbox"/> Inclusion of the replacement on the list of permanent/occasional insiders	<input type="checkbox"/> Indicate the reason:

Person requesting inclusion or removal

Last Name Date

First Name Signature