# notice AGM randstad nv

Notice convening the virtual Annual General Meeting of Shareholders of Randstad N.V. to be held on Tuesday March 23, 2021 at 3.00 pm CET. Formally the meeting will be held at the head office of Randstad, Diemermere 25, 1112 TC Diemen, the Netherlands. In accordance with the Temporary Act COVID-19 Justice and Safety, shareholders can only attend the meeting virtually via the internet at www.abnamro.com/evoting and if they wish, vote real time online.

## agenda

- 1 Opening
- 2a Report of the Executive Board and report of the Supervisory Board for the financial year 2020
- 2b Remuneration report 2020
- 2c Proposal to adopt the financial statements 2020
- 2d Explanation of the policy on reserves and dividends
- 2e Proposal to determine a regular dividend for the financial year 2020
- 2f Proposal to determine a special dividend for the financial year 2020
- 3a Discharge of liability of the members of the Executive Board for the management
- 3b Discharge of liability of the members of the Supervisory Board for the supervision of the management
- 4 Proposal to amend the remuneration policy of the Executive Board
- 5 Proposal to appoint Sander van 't Noordende as member of the Supervisory Board
- 6a Proposal to designate the Executive Board as the authorized corporate body to issue shares and to restrict or exclude the pre-emptive right to any issue of shares
- 6b Proposal to authorize the Executive Board to repurchase shares
- 6c Proposal to cancel repurchased shares
- 7 Proposal to reappoint Deloitte Accountants BV as external auditor for the financial year 2022
- 8 Any other business
- 9 Closing

The chairman may decide at the beginning of the meeting that the polls for all items will be open during the meeting and closed after the discussion regarding agenda item 7. The voting results will be announced shortly before the close of the meeting.

#### meeting documents

The full agenda with explanatory notes, a copy of the annual report & accounts 2020, a copy of the remuneration report 2020, and a copy of the remuneration policy for the Executive Board are available at the offices of the company and can be accessed via the website www.randstad.com.

#### record date

For this meeting those who (i) on February 23, 2021 after processing of all entries and deletions, are registered as at this date (the "Record Date") in one of the registers below; and (ii) have submitted their application to attend, will be considered as having the right to vote and to attend the meeting:

- for holders of deposit shares: the administrations of the intermediaries as defined in the Securities Giro Transactions Act ("Intermediaries") showing those entitled to these shares as at the Record Date;
- for holders of registered shares: the shareholders' register of the company.

#### application and registration

Upon registration (via ABN AMRO via www.abnamro.com/evoting) shareholders will be requested to choose whether they attend the meeting virtually and/or whether they vote virtually during the meeting. Alternatively, Shareholders may also grant a proxy with voting instructions as referred to below.

Holders of deposit shares (or their authorized representatives) who wish to attend the meeting virtually and/or to vote virtually during the meeting must register electronically with ABN AMRO (via www.abnamro.com/evoting) or via their Intermediaries at which their shares are administered, following the Record Date and no later than Wednesday March 17, 2021, 5:00 pm CET. Not later than March 19, 2021 (before 12.00 noon CET) the Intermediaries are to provide ABN AMRO Bank N.V. ("ABN AMRO") via www.abnamro.com/intermediary with an electronic statement that includes the number of shares held on the Record Date by the shareholder concerned and which have been applied for registration. In addition, the Intermediaries are requested to include the full address details of the relevant shareholder, as well as their valid email address, securities account and mobile phone number which are required for authentication purposes in order to provide virtual access. The receipt (of registration) to be supplied by ABN AMRO via the relevant Intermediary will contain log-in details for attending the meeting virtually and/or to vote virtually.

Holders of registered shares (or their authorised representative) who wish to attend the general meeting virtually and/or to vote virtually must apply to the Executive Board of Randstad N.V. via IQ EQ Financial Services B.V., Hoogoorddreef 15, 1101 BA Amsterdam or email: registers@iqeq.com, not later than March 17, 2021, 5:00 pm CET. ABN AMRO will provide them (directly or via IQ EQ) with a registration receipt with log-in details.

#### virtual attending and voting

Shareholders can attend and vote at the meeting on all shareholders' resolutions via the internet, therefore online and remote with their own smartphone, tablet or personal computer, unless the shareholder's Intermediary does not accommodate online attending and voting. Upon registration to vote virtually, a shareholder will receive an email with a link via www.abnamro.com/evoting to login to the Randstad online voting platform. After successful login and confirmation of the login via two factor authentication (by SMS verification), the shareholder is automatically logged into the meeting. Further instructions may be provided via www.abnamro.com/evoting and/or the Randstad online voting platform.

You will be able to log in for virtual admission to the meeting on March 23, 2021 via www.abnamro.com/evoting from 1:00 pm CET until the commencement of the meeting at 3:00 pm CET. You must log in and complete the admission procedure for the meeting before 3:00 pm CET. After this time registration is no longer possible; Shareholders who log in afterwards will only have access to the webcast (see below) to follow the meeting, but will neither be able to ask questions nor to vote.

Randstad's Policy regarding the Virtual General Meeting of Shareholders can be found at www.randstad.com (with the meeting documents). Virtual voting entails risks, as described in Randstad's Policy regarding the Virtual General Meeting of Shareholders. If you wish to avoid such risks you should choose to give a voting instruction.

## voting instructions independent third party

Shareholders who are unable to attend the meeting virtually and/or do not wish to vote virtually during the meeting, may also, without prejudice to the above with regard to application, give their voting instructions to an independent third party: IQ EQ Financial Services B.V., Hoogoorddreef 15, 1101 BA Amsterdam. An electronic voting instruction may be given via www.abnamro.com/evoting until March 17, 2021, 5:00 pm CET at the latest. If a shareholder is unable to give his voting instructions electronically, these may also be given in writing. For this the form available free of charge from IQ EQ is to be used. The form must be completed and received by IQ EQ on March 17, 2021 at the latest (by mail or email: registers@iqeq.com).

# written questions and information

From today until March 19, 2021, 3:00 pm CET at the latest, shareholders may submit written questions about the items on the agenda. These questions will, possibly combined, be dealt with and discussed at the latest at the meeting. For these questions and for general information please refer to the company secretary, Jelle Miedema, by telephone: +31 (0)20-569 5600 or by email: jelle.miedema@randstad.com.

#### webcast

There will be a live video broadcast of the integral meeting via the corporate website www.randstad.com.

**Executive Board** 

Diemen, February 9, 2021