

# Minutes from the Annual General Meeting of the shareholders of Castellum AB (publ) held on March 23, 2017

By notice given on February 20, 2017 in Post- och Inrikes Tidningar and provided on the company's website as from February 16, 2017, the shareholders of Castellum AB (publ), Reg. No. 556475-5550, had been summoned to the Annual General Meeting to be held this day at 5 pm at RunAn, Chalmers Kårhus, Chalmersplatsen 1, in Gothenburg. Information that summons to the Annual General Meeting had been made, was published in Dagens Industri, Göteborgs-Posten and Svenska Dagbladet on February 16, 2017.

- § 0. The Chairman of the Board, Charlotte Strömberg, opened the meeting.
- § 1. The lawyer, Sven Unger, was appointed Chairman of the meeting. It was assigned to the lawyer Johan Ljungberg, to keep the minutes of the meeting.
- § 2. The voting list was drawn up and approved in accordance with Appendix 1.
- § 3. The agenda was approved as presented, Appendix 2.
- § 4. Torbjörn Olsson, representing Sjätte AP-fonden, and Lennart Persson, representing Larona Aktiebolag, were appointed to verify the minutes along with the Chairman of the meeting.
- § 5. The meeting declared that it had been duly summoned.
- § 6. The annual accounts and Audit Report as well as the consolidated annual accounts and the Audit Report for the group for the financial year 2016, were presented, <u>Appendix 3</u>. The auditor's opinion on whether or not the guidelines regarding remuneration for members of the executive management of the company, adopted on the previous Annual General Meeting of the shareholders, had been complied with, was presented, Appendix 4.
  - The Chairman of the Board informed the meeting of the Board of Directors' and its committees' activities. Further, the Managing Director, Henrik Saxborn, gave a presentation.
- § 7. It was resolved to adopt the presented profit and loss account and the balance sheet as well as the consolidated profit and loss account and the consolidated balance sheet.

§ 8. The Board of Directors presented its reasoned opinion on the proposed profit allocation, Appendix 5.

It was resolved to adopt the Board of Directors' profit proposal that the profit presently at hand should be allocated so that SEK 5.00 per share should be distributed to the shareholders in two equal payments of SEK 2.50 per share and that the remainder should be brought forward into new account. It was further resolved that the record days for the dividend should be Monday, March 27, 2017 for the first payment and Monday, September 25, 2017 for the second payment.

§ 9. It was resolved that the members of the Board of Directors and the Managing Director should be discharged from liability towards the company for their administration during the year 2016.

It was noted that the members of Board of Directors and the Managing Director did not participate in this resolution.

§ 10. The Board of Directors presented its proposal to amend the articles of association, <u>Appendix 6</u>.

It was resolved by required majority, i e two thirds of the votes cast and the shares represented at the meeting, to resolve on amendment of the articles of association in accordance with Appendix 6.

- § 11. The Chairman of the Election Committee, Johan Strandberg, reported on the work of the Election Committee and its proposals, including the Election Committee's statement concerning its proposal regarding the Board of Directors, proposal regarding auditor and the Election Committee's proposal for the establishing of an Election Committee before next Annual General Meeting, Appendix 7.
- § 12. It was resolved that the Board of Directors shall consist of seven members and that there shall be one auditor with no deputy auditors.
- § 13. It was resolved that the remuneration to the members of the Board of Directors, for the period up until the end of the next Annual General Meeting, should be the following:

The Chairman of the Board of Directors: SEK 825,000; Other members of the Board of Directors: SEK 350,000; Member of the Remuneration Committee, including the Chairman: SEK 30,000:

Chairman of the Audit and Finance Committee: SEK 100,000; and Each of other members of the Audit and Finance Committee: SEK 50,000.

It was further resolved that remuneration to the auditor during its term of office shall be based on approved accounts. The following were elected as members of the Board of Directors for the § 14. period up until the end of the next Annual General Meeting: Charlotte Strömberg (re-elected); Per Berggren (re-elected); Christer Jacobson (re-elected); Anna-Karin Hatt (re-elected); Nina Linander (re-elected); Johan Skoglund (re-elected); and Christina Karlsson Kazeem (re-elected). Charlotte Strömberg was appointed Chairman of the Board. § 15. It was resolved to elect Deloitte as auditor in the company for the period up until the end of the next Annual General Meeting. It was noted that the previous authorised auditor Hans Warén, will be main responsible auditor. Magnus Fredmer was thanked for his commendable services as auditor for the company. § 16. It was resolved to establish an Election Committee in accordance with the proposal set out in Appendix 7. § 17. It was resolved to adopt the guidelines as presented by the Board of Directors regarding remuneration to members of the executive management in accordance with Appendix 8. § 18. It was resolved by required majority, i e two thirds of the votes cast and the shares represented at the meeting, to resolve on acquisition and transfer of the company's own shares in accordance with Appendix 9. The Board of Directors' motivated statement is attached as Appendix 10. § 19. The meeting was closed. Gothenburg, date as above.

Johan Ljungberg

Checked and approved:	
Sven Unger	
Torbjörn Olsson	Lennart Persson



Appendix 1 to minutes kept at Annual General Meeting on March 23, 2017

In the minutes from the AGM, Appendix 1 "Voting list" is left out



Appendix 2 to minutes kept at Annual General Meeting on March 23, 2017

# Agenda for the Annual General Meeting of shareholders of Castellum AB (publ) on Thursday, March 23, 2017

Opening of the meeting (Charlotte Strömberg, Chairman of the Board of Directors)

1. Election of Chairman of the meeting.

Proposal: The Election Committee proposes the lawyer Sven Unger.

- 2. Preparation and approval of the voting list.
- 3. Approval of the agenda.
- 4. Election of one or two persons to verify the minutes.
- 5. Consideration if the Annual General Meeting has been duly convened.
- 6. Presentation of
  - a) the annual accounts and the Audit Report as well as the consolidated annual accounts and the Audit Report for the group,
  - b) the auditor's statement regarding the company's compliance with the guidelines for remuneration to members of the executive management in effect since the previous Annual General Meeting, see Appendix 1.

In connection thereto, presentation by the Chairman of the Board of Directors and the Managing Director.

- 7. Resolution regarding the adoption of the profit and loss account and the balance sheet as well as the consolidated profit and loss account and the consolidated balance sheet.
- 8. Resolution regarding the allocation of the company's profit in accordance with the adopted balance sheet and, in the event that the meeting resolves to distribute profit, a resolution regarding the record day for distribution.

Proposal: The Board of Directors proposes a dividend of SEK 5.00 per share, distributed to the shareholders in two equal payments of SEK 2.50 per share, see Appendix 2.

9. Resolution regarding discharge from liability towards the company in respect of the members of the Board of Directors and the Managing Director.

10. Resolution to amend the Articles of Association.

*Proposal: The Board of Directors proposes that § 7 and § 13 item 11-13 in the Articles of Association shall be amended in accordance with <u>Appendix 3.</u>* 

- 11. The Election Committee's report on its work and the Election Committee's motivated statement concerning its proposals regarding the Board of Directors, see Appendix 4.
- 12. Resolution regarding the number of members of the Board of Directors and the number of auditors and deputy auditors.

Proposal: The Election Committee proposes that the Board of Directors should consist of seven members and the number of auditors shall be one with no deputy auditor.

13. Resolution regarding remuneration to the members of the Board of Directors and the auditor.

Proposal: The Election Committee proposes that remuneration to the members of the Board of Directors should be the following (2016 remuneration within brackets).

- The Chairman of the Board of Directors: SEK 825,000 (SEK 720,000).
- Each of the other members of the Board of Directors: SEK 350,000 (SEK 315,000).
- Member of the Remuneration Committee, including the Chairman: SEK 30,000 (SEK 30,000).
- Chairman of the Audit and Finance Committee: SEK 100,000 (SEK 50,000).
- Each of the other members of the Audit and Finance Committee: SEK 50,000 (SEK 35,000).

The proposed total remuneration to the members of the Board of Directors, including remuneration for committee work, accordingly amounts to SEK 3,215,000 (SEK 2,820,000) provided that the number of committee members remains unchanged.

It is proposed that the auditor's fee shall be paid as per approved accounts.

- 14. Election of members of the Board of Directors and Chairman of the Board of Directors.
  - a) Charlotte Strömberg
  - b) Per Berggren
  - c) Anna-Karin Hatt
  - d) Christer Jacobson
  - e) Nina Linander
  - f) Johan Skoglund
  - g) Christina Karlsson Kazeem

Proposal: The existing Board members Charlotte Strömberg, Per Berggren, Anna-Karin Hatt, Christer Jacobson, Nina Linander, Johan Skoglund and Christina Karlsson Kazeem are proposed to be re-elected as Board members. Charlotte Strömberg is proposed to be re-elected as Chairman of the Board of Directors.

15. Election of auditor.

Proposal: Deloitte is proposed as auditor in Castellum for a one-year term of office until the end of the Annual General Meeting 2018. If the Annual General Meeting resolves to elect Deloitte as auditor, Deloitte has announced that the current authorised auditor in the company, Hans Warén, will be the main responsible auditor at Deloitte.

16. Resolution regarding the establishment of an Election Committee for the next Annual General Meeting.

Proposal: The Election Committee proposes that a new Election Committee should be established in accordance with Appendix 4.

17. Resolution regarding guidelines for remuneration to members of the executive management.

Proposal: The Board of Directors proposes that guidelines for remuneration to members of the executive management should be adopted in accordance with <u>Appendix 5</u>.

18. Resolution regarding authorisation for the Board of Directors to resolve to acquire and transfer the company's own shares.

Proposal: The Board of Directors proposes that the Board of Directors should be authorised to resolve to acquire and transfer the company's own shares in accordance with <u>Appendix 6</u>. The Board of Directors' motivated statement in respect of its proposed authorisation is set out in <u>Appendix 6(a)</u>.

Closing of the meeting.

### Office translation



Appendix 3 to minutes kept at Annual General Meeting on March 23, 2017

In respect of Appendix 2 to the AGM minutes, please be referred to the Annual Report 2016 which is available elsewhere on the website.

Appendix 4 to minutes kept at Annual General Meeting on March 23, 2017

## Auditors' report in accordance with Chapter 8, Section 54 of the Swedish Companies Act (2005:551), regarding compliance with the guidelines for remuneration to senior executives approved by the Annual General Meeting

To the Annual General Meeting of Castellum AB (publ), Corporate Identity Number 556475-5550

We have audited whether the Board of Directors and the managing director of Castellum AB (publ) have complied with the guidelines for remuneration to senior executives during the financial year 2016 which were approved by the Annual General Meeting on March 19, 2015 and by the Annual General Meeting on March 17, 2016.

Responsibilities of the Board of Directors and the managing director

The Board of Directors and the managing director are responsible for compliance with these guidelines and for such internal control as the Board of Directors and the managing director determine is necessary to enable compliance with these guidelines.

#### Auditors' responsibility

Our responsibility is to express an opinion, based on our audit, to the Annual General Meeting as to whether the guidelines have been complied with. We conducted our audit in accordance with FAR's standard RevR 8 *Audit of Remuneration to Senior Executives in Listed Companies*. This standard requires that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the guidelines have, in all material aspects, been complied with.

The audit firms are applying ISQC 1 (International Standard on Quality Control) and have thus a comprehensive system for quality control, including documented policies and guidelines regarding compliance with professional ethics requirements, standards of professional practice and applicable requirements of laws and regulations.

Our audit has included a review of the organization for and the documentation supporting the remuneration to senior executives as well as new decisions related to compliance with the guidelines. Our procedures have also included testing a sample of payments during the year to senior executives. The procedures selected depend on the auditors' judgment, including the assessment of the risks of whether the guidelines have not, in all material aspects, been complied with. In making those risk assessments, the auditors considers internal controls relevant to the compliance of the guidelines in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.

We believe that our audit procedures provide a reasonable basis for our opinion, as set out below.

#### Opinion

In our opinion, the Board of Directors and the managing director of Castellum AB (publ) have, during the financial year 2016 complied with the guidelines for remuneration to senior executives which were approved by the Annual General Meeting on March 19, 2015 and by the Annual General Meeting on March 17, 2016.

Gothenburg January 19, 2017

Signature on Swedish original

Hans Warén Authorized Public Accountant Magnus Fredmer Authorized Public Accountant

This is a translation of the Swedish language original. In the event of any differences between this translation and the Swedish language original, the latter shall prevail.



Appendix 5 to minutes kept at Annual General Meeting on March 23, 2017

# Proposed distribution and motivated statement regarding proposed distribution of profit year 2017 to the shareholders of Castellum AB (publ)

#### **Proposed distribution**

The Board of Directors has proposed that the retained profits, amounting to SEK 17,643,685,617 shall be appropriated as follows:

Dividend to shareholders with SEK 5.00 per share SEK 1,366,005,830

Carried forward to the new accounts SEK 16,277,679,787

Sum SEK 17,643,685,617

The Board of Directors proposes a distribution of SEK 5.00 per share, distributed to the shareholders in two equal payments of SEK 2.50 per share. The first record day for distribution is proposed to be Monday, March 27, 2017 and the second record day for distribution is proposed to be Monday, September 25, 2017.

There are 273,201,166 shares in the company, of which none of the shares are currently owned by the company itself.

#### Reasons

The group's equity has been calculated in accordance with IFRS standards, approved by the EU, as well as in accordance with Swedish law by application of the recommendation RFR 1 (Supplementary Accounting Rules for groups) by the Swedish Financial Reporting Board. The equity of the parent company has been calculated in accordance with Swedish law and by application of the recommendation RFR 2 (Accounting for Legal Entities) of the Swedish Financial Reporting Board.

The proposed distribution constitutes 66 per cent of the group's income from property management, which is in line with the expressed objective to distribute at least 50 per cent of the group's income from property management, having considered investment plans, consolidation needs, liquidity and overall position. The group's net income after tax amounted to MSEK 4,972. The distribution policy is based on the group's income from property management, and as a result non-affecting cash flow increases and/or decreases in value of the group's properties and on interest and currency derivatives, do not normally affect the distribution. Such non-affecting cash flow profit or loss, have neither been taken into account in previous year's resolutions regarding distribution of profit.

The Board of Directors concludes that the company's restricted equity is fully covered after the proposed distribution.

The Board of Directors also concludes that the proposed distribution to the shareholders is justified considering the parameters in section 17 subsection 3, second and third paragraphs of the Swedish Companies Act (the nature, scope and risks of the business as well as consolidation needs, liquidity and overall position). Accordingly, the Board of Directors would like to emphasise the following.

#### The nature, scope and risks of the business

The Board of Directors estimates that the equity of the company as well as of the group will, after the proposed distribution, be sufficient in relation to the nature, scope and risks of the business. The Board of Directors has in this context considered, *inter alia*, the historical development of the company and the group, budgeted development, investment plans and the economic situation.

#### Consolidation needs, liquidity and overall position

Consolidation needs

The Board of Directors has made a general estimation of the financial position of the company and the group, and the possibilities to fulfil their obligations. The proposed dividend constitutes eight per cent of the company's equity and five per cent of the group's equity. The group's loan to value ratio and interest coverage ratio 2016 amounted to 50 per cent and 348 per cent respectively. The expressed objective for the group's capital structure, implying a loan to value ratio which not permanently exceeds 55 per cent and an interest coverage ratio of at least 200 per cent, will be maintained after the proposed dividend. The capital structure of the company and the group is sound considering the prevailing conditions of the real property business. In light of the above, the Board of Directors concludes that the company and the group have all the necessary requirements to manage future business risks and also to carry potential losses. Planned investments have been considered when deciding on the proposed dividend.

#### Liquidity

The proposed dividend will not affect the company's or the group's ability to meet their payment obligations in a timely manner. The company and the group have good access to liquidity reserves through short-term as well as long-term credits. The credits may be utilised at short notice, implying that the company and the group are prepared to handle liquidity fluctuations as well as possible unexpected events.

#### Overall position

The Board of Directors has considered all other known conditions, which might affect the financial position of the company and the group, which have not been considered within the scope of the considerations above. In this respect, no circumstances have been found that indicate that the proposed dividend would not be justified.

#### **Evaluation to actual value**

Derivatives instruments and other financial instruments have been valued to the actual value in accordance with section 4 subsection 14 a of the Swedish Annual Accounts Act. The valuation has presented an undervalue of MSEK 1,233 after tax, which has affected the equity by the mentioned amount.

Gothenburg, January 19, 2017 CASTELLUM AB (publ) The Board of Directors



Appendix 6 to minutes kept at Annual General Meeting on March 23, 2017

## Proposal of the Board of Directors of Castellum AB (publ) to amend the Articles of Association

The Board of Directors of Castellum AB (publ) proposes that the Annual General Meeting to be held on March 23, 2017, resolves to amend § 7 and § 13 item 11-13 of the Articles of Association in accordance with below.

Current wording § 7	Proposed wording § 7
The company shall have one or two auditors	The company shall have one or two auditors
with, if appropriate, not more than two	with, if appropriate, not more than two
deputy auditors, or one or two registered	deputy auditors or one or two registered
accounting firms. Auditors are elected at a	accounting firms. A registered accounting
general meeting of shareholders for a period	firm may be appointed as auditor. Auditors
until the end of the third Annual General	are elected at a general meeting of
Meeting held after the year in which the	shareholders for a period until the end of the
auditor was elected.	third first Annual General Meeting held after
	the year in which the auditor was elected.
Current wording § 13 item 11	Proposed wording § 13 item 11
Resolution regarding the number of Board	Resolution regarding the number of Board
members and – when necessary – the number	members and —when necessary—the number
of auditors and deputy auditors	of auditors and deputy auditors
Current wording § 13 item 12	Proposed wording § 13 item 12
Resolution regarding the remuneration for the	Resolution regarding the remuneration for the
Board and – when necessary – the auditors	Board and —when necessary—the auditors
Current wording § 13 item 13	Proposed wording § 13 item 13
Election of Board members and Chairman of	Election of Board members and Chairman of
the Board – and when necessary – auditors	the Board and when necessary—auditors and
and deputies	<del>deputies</del> deputy auditors

In addition to the above, an editorial amendment of § 14 of the Articles of Association is proposed, as the specified law now is referred to as the Central Securities Depositories and Financial Instruments Act (SFS 1998:1479).

Gothenburg January 19, 2017 CASTELLUM AB (publ) The Board of Directors



### ARTICLES OF ASSOCIATION

### Castellum Aktiebolag (publ) (reg. no. 556475-5550)

§ 1

The name of the company is Castellum Aktiebolag. The company is a public limited liability company (publ).

§ 2

The registered office of the Board of Directors is in Göteborg.

§ 3

The object of the company's business is to acquire, administer, develop and sell real property and securities as well as conduct other business associated therewith – directly or indirectly through wholly or partly owned companies.

§ 4

The company's share capital shall be no less than SEK 75,000,000 and no more than SEK 300,000,000.

§ 5

The number of shares shall be no less than 150,000,000 and no more than 600,000,000.

§ 6

The Board of Directors shall consist of no less than four and no more than eight Board members.

Board members are elected at a general meeting of shareholders for a period until the end of the first Annual General Meeting held after the year in which the Board member was elected.

§ 7

The company shall have one or two auditors with not more than two deputy auditors. A registered accounting firm may be appointed as auditor. Auditors are elected at a general meeting of shareholders for a period until the end of the first Annual General Meeting held after the year in which the auditor was elected.

§ 8

A summons to a general meeting of shareholders shall be published in the Post- och Inrikes Tidningar and on the company's website. That a summons has been made shall be published in Dagens Industri. A summons to a general meeting of shareholders or an extraordinary general meeting at which an amendment of the Articles of Association is to be debated, must be issued no earlier than six weeks and no later than four weeks before the meeting. A summons for any other extraordinary general meeting must be issued no earlier than six weeks and no later than three weeks before the meeting.

Shareholders wishing to participate at a general meeting of shareholders must (i) be listed in a transcript or other account of the entire share register regarding the conditions five business days before the meeting, and (ii) notify the company no later than 4 pm on the day indicated in the summons to the meeting. This day may not be a Sunday, any other public holiday, a Saturday, Midsummer's Eve, Christmas Eve or New Year's Eve and may not occur prior to the fifth weekday before the meeting.

§ 9

The Board of Directors may collect powers of attorney at the company's expense as provided in section 7 subsection 4 second paragraph of the Companies Act.

§ 10

The company's financial year shall be the calendar year.

§ 11

An Annual General Meeting shall be held in Göteborg within six months of the expiry of each financial year.

#### § 12

A general meeting of shareholders shall be opened by the Chairman of the Board of Directors or by a person appointed by the Board of Directors.

#### § 13

The following matters shall be dealt with at the Annual General Meeting:

- 1. Election of Chairman of the meeting;
- 2. Preparation and approval of voting list;
- 3. Approval of the agenda;
- 4. Election of one or two persons to verify the minutes;
- 5. The issue of whether the meeting has been duly convened;
- 6. Presentation of the annual report and audit report as well as the group accounts and the group audit report;
- 7. Resolution on the adoption of the profit and loss account and balance sheet as well as the consolidated profit and loss account and consolidated balance sheet;
- 8. Resolution on the allocation of the company's profit or loss in accordance with the adopted balance sheet;
- 9. Resolution on the discharge from liability towards the company regarding the members of the Board of Directors and the Managing Director;
- 10. The Election Committee's report on its work;
- 11. Resolution regarding the number of Board members and the number of auditors and deputy auditors;
- 12. Resolution regarding the remuneration for the Board of Directors and the auditors;
- 13. Election of Board members and Chairman of the Board of Directors and auditors and deputy auditors;
- Resolution regarding an Election Committee until the next Annual General Meeting;
- 15. Approval of principles for remuneration and other terms of employment for the company management;
- 16. Other matters to be dealt with at the meeting according to the Companies Act or the Articles of Association.

§ 14

The company's shares shall be registered in a record register in accordance with the Central Securities Depositories and Financial Instruments (Accounts) Act.

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These Articles of Association were adopted at the Annual General Meeting held on March 23, 2017.



Appendix 7 to minutes kept at Annual General Meeting on March 23, 2017

# The Election Committee's proposal regarding resolutions at the Annual General Meeting 2017

At the Annual General Meeting of Castellum AB (publ) held on March 17, 2016 it was resolved to establish an Election Committee, in preparation for the Annual General Meeting to be held in 2017, in order to fulfil the tasks set out in the Swedish Corporate Governance Code and in order to give a proposal in respect of a procedure for establishing a new Election Committee. The Election Committee has been established and consists of the following shareholder representatives and the Chairman of the Board of Directors:

Johan Strandberg, (Chairman)
 Martin Jonasson
 Andra AP-fonden

• Rutger van der Lubbe Stichting Pensioenfonds ABP

• Charlotte Strömberg The Chairman of the Board of Directors

#### The Election Committee's proposals to the Annual General Meeting

- 1. The lawyer Sven Unger is proposed to be appointed as Chairman at the Annual General Meeting.
- 2. The number of Board members is proposed to be seven and the number of auditors is proposed to be one with no deputy auditor.
- 3. Remuneration to the members of the Board of Directors is proposed to be the following (2016 remuneration within brackets).
  - The Chairman of the Board of Directors: SEK 825,000 (SEK 720,000).
  - Each of the other members of the Board of Directors: SEK 350,000 (SEK 315,000).
  - Member of the Remuneration Committee, including the Chairman: SEK 30,000 (SEK 30,000).
  - Chairman of the Audit and Finance Committee: SEK 100,000 (SEK 50,000).
  - Each of the other members of the Audit and Finance Committee: SEK 50,000 (SEK 35,000).

The proposed Board remuneration, including remuneration for committee work, accordingly amounts to SEK 3,215,000 (SEK 2,820,000), provided that the number of committee members remains unchanged. The work of the Board of Directors in Castellum is characterized by a high activity level and requires considerable effort and great commitment. Castellum has during 2016, mainly through the acquisition of Norrporten, become a significantly larger and more complex company. The Board remuneration shall be at such level that Castellum can attract and retain qualified

members of the Board. The Election Committee has compared the Board remuneration in Castellum with the Board remuneration paid to Board members in other comparable companies and has, considering the above, found that an increase of the Board remuneration is warranted.

- 4. The proposed Board members are:
  - a) Charlotte Strömberg (Chairman)
  - b) Per Berggren
  - c) Anna-Karin Hatt
  - d) Christer Jacobson
  - e) Nina Linander
  - f) Johan Skoglund
  - g) Christina Karlsson Kazeem

All current members of the Board are accordingly proposed for re-election.

5. In accordance with the Audit and Finance Committee's recommendation, Deloitte is proposed as auditor in Castellum for a one-year term of office until the end of the Annual General Meeting 2018. If the Annual General Meeting resolves to elect Deloitte as auditor, Deloitte has announced that the current authorised auditor in the company, Hans Warén, will be the main responsible auditor at Deloitte.

The Election Committees' proposal on electing the auditor for a one-year term of office, requires that the Annual General Meeting resolves to amend the Articles of Association of the company regarding the term of office at the election of auditor.

- 6. It is proposed that the auditor's fee shall be paid as per approved accounts.
- 7. It is proposed that the Annual General Meeting resolves to establish a new Election Committee in preparation for the Annual General Meeting to be held in 2018 as follows.

The Chairman of the Board of Directors will be instructed to contact the three largest ownership registered or otherwise known shareholders as per the last share trading day in August 2017 and invite them to each appoint one member of the Election Committee. If such a shareholder should not wish to appoint a member, the fourth largest ownership registered or otherwise known shareholder should be consulted and so on. The members appointed shall, together with the Chairman of the Board of Directors (being responsible for the summoning procedure), constitute the Election Committee. The names of the members of the Election Committee shall be announced no later than six months prior to the next Annual General Meeting. The Election Committee shall appoint a Chairman amongst its members. The Election Committee shall fulfil the tasks set out in the Swedish Corporate Governance Code and shall propose a procedure for establishing a new Election Committee.

Should any of those shareholders who have appointed a member of the Election Committee, dispose a significant part of its shares in the company before the Election Committee has fulfilled its task, the member in question must resign, should the Election Committee so decide, and be replaced by a new member appointed by the shareholder who, at the time, is the largest ownership registered or otherwise known shareholder not yet represented in the Election Committee. In the event that any of the

members of the Election Committee should cease to represent the shareholder having appointed the member before the Election Committee has fulfilled its task, the member in question must resign, should the Election Committee so decide, and be replaced by a new member appointed by the shareholder in question. If the ownership of the company should otherwise be altered significantly before the Election Committee has fulfilled its task, the composition of the Election Committee should also be altered, should the Election Committee so decide, in accordance with the principles stated above.

The established Election Committee, as described above, shall serve until a new Election Committee commences its service. A member of the Election Committee shall before the assignment is accepted carefully consider whether any conflict of interest exists.

No remuneration shall be paid to the members of the Election Committee. At the request of the Election Committee, the company shall provide the Election Committee with resources such as administration services in order to facilitate the work of the Election Committee. Furthermore, the company shall bear reasonable costs, e g for external consultants, which the Election Committee considers necessary for the fulfilment of the Election Committee's obligations.

#### Report on how the Election Committee has performed its tasks

All members of the Election Committee have carefully considered and concluded that there is no conflict of interest to accept the assignment as member of the Election Committee of Castellum. Four recorded meetings have been held by the Election Committee. In addition, the Election Committee has had contact via telephone and email. The Election Committee has received a presentation from the Chairman of the Board concerning the results of the evaluation of the Board of Directors, and has thereto conducted interviews with all members of the Board of Directors. The Election Committee has further taken note of the Audit and Finance Committees' recommendation to the Board of Directors regarding election of auditor.

The Election Committee has considered all tasks stated in the Swedish Corporate Governance Code under the responsibility of the Election Committee. The Election Committee has discussed and considered, *inter alia*, (i) to what extent the current Board of Directors fulfills the requirements that will be imposed on the Board of Directors as a result of Castellum's business and development phase, (ii) the size of the Board of Directors, (iii) the different areas of competence that are and should be represented on the Board of Directors, (iv) the composition of the Board of Directors with respect to experience, gender and background, (v) remuneration to the members of the Board of Directors, (vi) questions relating to election of auditor and the auditor's fee and (vii) the procedure for establishing a new Election Committee for the Annual General Meeting to be held in 2018. The Election Committee has considered that the gender balance shall be maintained in the Board of Directors and that the Board shall be characterised by diversity and breadth regarding competence, experience and background. The Election Committee has applied rule 4.1 in the Swedish Corporate Governance Code as diversity policy when preparing the proposal regarding election of members of the Board of Directors.

Finally, the Election Committee has, in order for the company to fulfill its information obligation to the shareholders, informed the company on how the Election Committee has performed its tasks and on the proposals that the Election Committee presents.

## Motivated statement in respect of the Election Committee's proposal regarding the Board of Directors

The Board of Directors of Castellum has continuously been renewed but with maintained continuity. The Election Committee is of the opinion that the existing Board of Directors of Castellum is a well-functioning body and that the Board members individually and as a group possesses a wide range of competence and experience that is relevant for Castellum's business. In recent years, the Board's competence and experience has been strengthened within important areas for the business. 2016 has been a year characterised by major changes of the business, *inter alia*, due to the acquisition of Norrporten and restructuring within the group. There is need for continuity and consolidation, while the Board shall procure that the ongoing change process is completed.

The Election Committee considers that the members of the Board of Directors of Castellum are competent and have extensive experience regarding real property matters in a broad sense, sustainability matters, infrastructure matters and city planning, capital market matters and financing matters, customer service and changed customer behaviors, trend analysis, digital conversion, insight in transformation trends at both private and public players, communication and marketing and regarding board work in general. Therefore, the Election Committee considers that the current Board members together constitute a Board of Directors, which has the versatility and competence, experience and background required with respect to Castellum's business, development phase and other circumstances. The Election Committee's proposal implies that four out of seven Board members of the company will be women. Considered the above, the Election Committee proposes that all current members of the Board of Directors are re-elected.

Further information about the proposed Board members can be found on www.castellum.se.

In order to be able to evaluate the proposed members of the Board of Directors' independence in relation to Castellum and its executive management, as well as to the larger shareholders in Castellum, the Election Committee has obtained information on the proposed members of the Board of Directors. As a result, the Election Committee has assessed that all of the proposed members of the Board of Directors are to be regarded as independent in relation to Castellum, its executive management and its largest shareholders.

January 17, 2017
The Election Committee in
Castellum AB (publ)



Appendix 8 to minutes kept at Annual General Meeting on March 23, 2017

# Proposal of the Board of Directors of Castellum AB (publ) in respect of guidelines for remuneration to the executive management

The Board of Directors of Castellum AB (publ) proposes that the Annual General Meeting to be held on March 23, 2017 resolves to approve the following guidelines for determining salary and other remunerations to the executive management of Castellum, to be applicable until the end of the Annual General Meeting to be held in 2018.

#### General

An overall objective of the operations of Castellum is to create a sound development of shareholder value over time. Castellum shall uphold such remuneration levels and terms of employment necessary to recruit and maintain a competent group executive management with capacity to achieve established objectives. The Board of Directors considers and evaluates the remuneration as a whole, consisting of fixed remuneration, pension terms, variable remuneration and non-monetary benefits. The overall principles in respect of the remuneration to the executive management in Castellum shall be terms adjusted to the conditions of the market and competitiveness.

#### Preparation of matters regarding remuneration to the executive management

Castellum has a Remuneration Committee which consists of three Board members, including the Chairman of the Board as Chairman of the Remuneration Committee. The Remuneration Committee shall, in relation to the Board of Directors, have a preparatory function in respect of principles for remuneration, remuneration and other terms of employment regarding the executive management. Consequently, the Remuneration Committee shall prepare a proposal in respect of guidelines for remuneration to the executive management, which the Board of Directors shall present to, and which shall then be resolved upon by the Annual General Meeting. The Remuneration Committee shall also evaluate the application of the guidelines resolved upon by the Annual General Meeting. Further, the Remuneration Committee shall, within the scope of the guidelines resolved upon by the Annual General Meeting, prepare proposals regarding remuneration to the Managing Director and other members of the executive management. The Remuneration Committee shall annually evaluate the Managing Director's performance. Further, the Remuneration Committee shall observe and evaluate programs for variable remuneration to the executive management which are on-going or finished during the year as well as Castellum's current remuneration structure and remuneration levels.

#### The executive members to which the remuneration guidelines apply

The guidelines shall apply to the Group executive management, which at the time of this proposal includes the Managing Director, the Chief Financial Officer, the Chief Investment Officer, the HR manager, The Corporate Communications Director and the Managing Directors of the five regions, i e ten persons in total.

#### **Fixed remuneration**

A fixed salary shall be paid for work performed in a satisfactory manner. The fixed salary shall be based on market level conditions, and shall be determined with regard to competence, area of responsibility and performance.

#### Pension terms

The pension terms for the executive management shall correspond to general market practice in respect of members of equivalent executive managements, and shall be based on pensions schemes with fixed charges.

#### Variable remuneration

In addition to the fixed salary, variable remuneration may be offered in order to reward clearly goal-referenced achievements by simple and transparent structures. Such variable remuneration shall aim to create long term value within the group and shall be rewarded within the scope of an incentive program. Its structure shall be based on the objective to align the interests of the group executive management with the interests of the shareholders by way of the group executive management also being shareholders of Castellum and by increasing the share of the total remuneration which is connected to the development of the group.

The remuneration according to an incentive program for the members of the executive management shall be based on (a) growth of the income from property management per share (i e cash flow based growth), (b) the development of individually determined factors which the Board of Directors, after consulting the Managing Director in Castellum AB (publ), decides to give priority to under the current financial year and (c) to what extent established objectives in respect of the development of the share price have been achieved, in relation to both an absolute amount and in comparison to one or several, given the ownership structure of the company, relevant real property share indexes.

The result-based part of an incentive program according to item (a) and (b) above shall have an one-year performance and earning period. The share price based remuneration according to item (c) shall be for three years.

The undertaking made by Castellum in respect of an incentive program shall, in relation to each of the participants of the program, not exceed a payment corresponding to three additional annual salaries under the three-year period during which the incentive program is effective.

The received remuneration according to an incentive program shall be paid as salary and includes payment for vacation. Such remuneration shall not be a pension qualifying income. The participants of the program shall undertake to acquire Castellum shares for at least half of the amount of the variable remuneration received, after deduction for tax.

#### **Non-monetary benefits**

The non-monetary benefits (such as car and mobile phone benefits) of the executive management shall facilitate the work to be performed and shall correspond to what is considered to be reasonable in accordance with general market practice.

#### Termination of employment and severance pay

The notice period shall, upon termination by the company, not exceed six months in respect of the Managing Director, and twelve months in respect of any other member of the executive management of the company. The notice period shall, upon termination by the Managing Director or by any other member of the executive management of the company, be six months. During the notice period full salary will be paid and other benefits will be provided to the employee, with deduction for salary and other remuneration received from another employment or business during the notice period. Such deduction shall not be made in respect of the Managing Director. A severance pay, corresponding to twelve fixed monthly salaries, shall be paid to the Managing Director upon termination by the company. Such severance pay shall not be reduced due to other income received by the Managing Director.

#### Information regarding remuneration resolved upon but not due for payment

The renewed incentive program, adopted by the Annual General Meeting held in 2016 and which essentially is an extension of previous incentive programs, consists of a potential annual profit based remuneration for the years 2017, 2018 and 2019 as well as a potential three-year share price related remuneration for the period June 2017 – May 2020. The maximum outcome in respect of the annual profit based remuneration is half of the fixed salary for each year, where the salary level the manager concerned had per July the current financial year constitutes the base. This will lead to a maximum annual cost for Castellum of MSEK 11.0 (social security charges included) based on current participants per January 2017. The maximum outcome in respect of the three-year share price related remuneration is one and a half annual fixed salary for the three-year period June 2017 – May 2020, where issued variable remuneration is based on an average of the yearly salaries the manager concerned had per July 2017, 2018 and 2019 respectively. This will lead to a maximum cost for Castellum of MSEK 32.9 in total (social security charges included) based on current participants per January 2017.

As regards the previous incentive program, the annual part of the program ended with an outcome of 84 per cent, representing a cost for 2016 of MSEK 9.7 (social security charges included). The cost for the three-year share price based part may for the full three-year period amount to a maximum of MSEK 30.3 (social security charges included). As per December 2016 the outcome was 57 per cent, representing a cost of MSEK 14.5 (social security charges included). The three-year share price based part of the program will be completed and settled as per May 31, 2017.

#### Deviation from the guidelines for specific reasons in particular cases

The Board of Directors may deviate from the guidelines for specific reasons in a particular case.

Gothenburg, January 19, 2017 CASTELLUM AB (publ) The Board of Directors



Appendix 9 to minutes kept at Annual General Meeting on March 23, 2017

Proposal of the Board of Directors of Castellum AB (publ) to the 2017 Annual General Meeting to authorise the Board of Directors to resolve on acquisition and transfer of own shares

#### I Objective

The Board of Directors proposes, for the purpose of being able to adapt the capital structure of the company to its capital needs from time to time and thereby contribute to an increased shareholder value, and to transfer own shares as payment, or in order to finance real property investments, that the shareholders at the Annual General Meeting to be held on March 23, 2017 authorise the Board of Directors, until the next Annual General Meeting, to resolve on acquisition and transfer of own shares in accordance with what is stated below. It is noted that the objective does not allow the company to trade with its own shares for short-term purpose of making a profit. It is further noted that the company presently does not hold any of its own shares.

#### II Authorisation to decide on the acquisition of own shares

The Board of Directors is authorised, until the next Annual General Meeting, to resolve on the acquisition of shares in the company as follows:

- 1. Acquisition of shares may be carried out only to the extent that the company, after each acquisition, will hold a maximum of ten per cent of all the shares in the company.
- 2. Acquisition may be carried out by trading on the Nasdaq Stockholm AB stock exchange (the "Stock Exchange").
- 3. Acquisition on the Stock Exchange may only be carried out at a price per share, which is within the registered price level at the time.
- 4. Payment of the shares shall be made in cash.
- 5. Acquisition of shares may be carried out on one or several occasions.

#### III Authorisation to resolve on the transfer of own shares

The Board of Directors is authorised, until the next Annual General Meeting of the shareholders of the company, to resolve on the transfer of shares in the company as follows:

1. Transfer may be carried out of all shares in the company owned by the company.

- 2. Transfer of shares may be carried out by trading on the Stock Exchange or in any other way with deviation from the shareholders' preferential rights.
- 3. The transfer of shares on the Stock Exchange may only be carried out at a price per share which is within the registered price level at the time.
- 4. Payment for the transferred shares shall be made out in cash, in kind, through set off against a claim on the company or shall otherwise be made according to set conditions.
- 5. Transfer of shares may be carried out on one or several occasions.

The reason for deviating from the shareholders' preferential rights and the rationale behind the selling rate, is to obtain the best possible conditions for the company.

#### IV Majority requirement for resolution

In order to be valid, a resolution regarding authorisation of the Board of Directors to acquire and transfer own shares requires approval of at least two thirds of the votes cast and the shares represented at the Annual General Meeting.

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Gothenburg, January 19, 2017 CASTELLUM AB (publ) The Board of Directors



Appendix 10 to minutes kept at Annual General Meeting on March 23, 2017

### Motivated statement regarding the proposar or use Board of Directors of Castellum AB (publ) to the 2017 Annual General Meeting to authorise the Board of Directors to resolve on acquisition of own shares

For the purpose of being able to adapt the capital structure of the company to its capital needs over time and thereby contribute to an increased shareholder value, and to transfer own shares as payment, or in order to finance real property investments, the Board of Directors has proposed that the shareholders at the Annual General Meeting to be held on March 23, 2017, authorise the Board of Directors to, up until the next Annual General Meeting, resolve on acquisition of own shares in accordance with the proposal of the Board of Directors to authorise the Board of Directors to resolve on acquisition and transfer of own shares, Appendix 6 to the agenda of the Annual General Meeting. The aforesaid appendix states, *inter alia*;

- (i) that the company presently does not hold any of its own shares.; and
- (ii) that the Board of Directors has proposed the Annual General Meeting, to authorise the Board of Directors to resolve on acquisition of the company's own shares to the extent that the company, after each acquisition, will hold no more than 10% of the shares in the company.

Based on the reasons in the statement of the Board of Directors in respect of the proposed distribution of profit, Appendix 2 to the agenda of the Annual General Meeting, the Board of Directors concludes – provided that the Annual General Meeting do not resolve to distribute profit in excess of what has been proposed by the Board of Directors in the aforesaid appendix – that the proposed acquisition of own shares is justified considering the parameters in section 17 subsection 3 second and third paragraphs of the Swedish Companies Act (i e the requirements in respect of the company's and the group's equity and the company's and the group's consolidation needs, liquidity and financial position in general, which is determined by the nature, scope and risks of the business).

The Board of Directors further observes that – prior to the realisation of proposed authorisation by the Board of Directors – it is obliged, according to section 19 subsection 29 of the Swedish Companies Act, to prepare a new statement in relation to whether or not the planned acquisition of own shares may be justified considering the parameters in section 17 subsection 3 second and third paragraphs of the Swedish Companies Act, in light of the circumstances prevailing at the relevant time.

Gothenburg, January 19, 2017 CASTELLUM AB (publ) The Board of Directors