

Beneficial Owner DECLARATION

.....,

(place, date)

Are securities of the company admitted to trading on a regulated market subject to disclosure requirements arising from European Union law or the corresponding law of a third party state:

- ☐ Yes
☐ No*

**If you selected „☐ No”, please fill the form below.*

Name of the Counterparty: _____

Address: _____

NIP [Tax Identification Number]/VAT No.: _____

KRS [National Court Register]: _____

Contact data (telephone, e-mail) _____

DUNS ID (optionally): _____

Declaration about Beneficial Owner

I hereby represent that I have the Beneficial Owner within the meaning of Directive of the European Parliament and of the EU Council, including the 6th Anti-Money Laundering Directive (6AMLD) and previous directives, and within the meaning of the Act counteracting money laundering and terrorist financing of 1 March 2018 (Dz.U.2018.723).

Details of the Beneficial Owner are provided below:

First and last name: _____

Nationality: _____

Date of birth: _____

Details of the REPRESENTATIVE/AUTHORISED PERSON¹ _____

Full name: _____ Position held: _____

I represent that I have read the information clause provided for in Appendix 1 that concerns processing of my personal data contained in this declaration by Polski Koncern Naftowy ORLEN S.A. (hereinafter: “PKN ORLEN S.A.”).

I undertake to provide the notification obligation towards the natural persons whose personal data is provided in this declaration on behalf of PKN ORLEN S.A. as the Data Controller within the meaning of the applicable personal data protection regulations, immediately, but not later than within 30 (thirty) days of submitting this declaration. The obligation referred to in the preceding sentence should be fulfilled by providing such persons information clause which constitutes Appendix 1.

(Signature of the Representative/Authorised person**)

Appendices:

Appendix 1 – Information clause

Appendix 2 – Explanation of how to complete declaration

Explanation of how to complete the declaration:

Please note that only a natural person or natural persons can become a beneficial owner. You must verify the corporate or ownership relationships in your company until you are convinced

¹Delete as appropriate.

that given natural person or natural persons is/are in control of you.

In order to determine who your beneficial owner is, you must first verify that there is a person or persons within your organisation who exercise direct or indirect control over you through the entitlements held, which result from legal or factual circumstances, enabling to have a direct influence on the activities or actions undertaken by you.

If you are a limited liability company or a non-public limited liability company, your beneficial owner may be:

- a. a natural person who is your stakeholder or shareholder and who holds more than 25% shareholding in the total number of shares,
- b. a natural person who holds more than 25% of the total votes in the decision-making body, also as a pledgee or usufructuary, or under agreements with other persons entitled to vote,
- b. a natural person exercising control over a legal person or legal persons jointly entitled to ownership of more than 25% of the overall number of shares in your stocks, or jointly holding more than 25% of the total number of votes in your company, also as a pledgee or user, or on based on agreements with other persons entitled to vote,
- c. a natural person exercising control as a parent entity.

When determining who your beneficial owner is, you have to consider which of the above situations applies to you, and if more than one situation applies to you, which of the entities has stronger entitlements.

Should you believe that none of the situations indicated in (a-d) applies to you, your beneficiary owner is a natural person holding a senior management position.

Should you have a trust status, your beneficiary owner is your founder, trustee, supervisor (if any), beneficiary or other person exercising control over the trust.

Should you be a natural person running a business activity and with respect to you there were no premises or circumstances that could confirm that such control had been exercised over you by another natural person(s), it shall be assumed that you are your beneficial owner.

**Information clause for the Contractor/Beneficiary Owner/Contractor's
Representative being a natural person running a business activity, including a partner
in a civil partnership.**

(To fulfil the obligation to provide information pursuant to Article 13 and 14(1)¹ and (2) of the General Data Protection Regulation of 27 April 2016)

1. Polski Koncern Naftowy ORLEN S.A. with the registered office in Płock, ul. Chemików 7, (hereinafter: PKN ORLEN S.A.) declares to be a controller of your personal data provided in this declaration. Contact phone numbers to the data controller: (24) 256 00 00, (24) 365 00 00, (22) 778 00 00.
2. The following e-mail address is used to contact the Data Protection Officer at PKN ORLEN S.A.: daneosobowe@orlen.pl. Data of the Data Protection Officer is also available at www.orklen.pl in the tab "Contacts" ["Kontakty"].
3. Personal data is processed for the following purposes:
 - a) undertaking actions to conclude and perform the agreement which you are a party to, by identification of the Beneficial Owner;
 - b) verifying the Beneficial Owner on sanctions lists;
 - c) avoiding fiscal scheme be created;
 - d) handling, asserting and defending in the event of mutual claims;

¹ Applies solely to the Beneficial Owner.

- e) discharging the legal obligations imposed on PKN ORLEN S.A., in particular the obligations of an obliged institution arising from the Act of 1 March 2018 on Counteracting Money Laundering and Terrorism Financing ("AML Act"), tax regulations.
4. The legal basis for the processing of your personal data by PKN ORLEN S.A. for the purpose indicated in section 3 above is:
- a) undertaking actions to conclude and perform the agreement which you are a party to (in accordance with Article 6(1)(b) of the GDPR);
 - b) fulfilling of the legal obligations (in accordance with Article 6(1)(c) of the GDPR) connected with paying taxes, including the keeping and storage of tax books and documents connected with the keeping of tax books, as well as the storage of accounting documents. The legal basis for data processing shall be the legal obligations arising from tax regulations (Tax Ordinance, Act on Value Added Tax, and Act on Corporate Income Tax) and accounting regulations (Accounting Act) and discharging the obligations of an Obligated Institution arising from the AML Act.
 - c) the legitimate interests of PKN ORLEN S.A. (in accordance with Article 6(1)(f) of the GDPR) – in order to ensure safety of economic and image interests of PKN ORLEN S.A. while concluding commercial agreements, handling, asserting and defending in the event of mutual claims;
5. Your personal data that have been provided to PKN ORLEN S.A. by¹- an entity providing services for PKN ORLEN S.A. or intending to provide services (has submitted a cooperation offer to PKN ORLEN S.A.), for which you are the Beneficial Owner shall constitute first name, last name, date of birth and nationality.
6. Your personal data may be disclosed by PKN ORLEN S.A. to its cooperating entities (recipients), in particular providers of services in the scope of invoicing, settlement of payments, delivery of correspondence and consignments, as well as legal, debt collection and archiving services.
7. Your personal data shall be processed for the duration of the agreement and the period stipulated in legislation, at the very least until expiry of the mutual claims under the agreement. Providing personal data shall be voluntary but necessary for the conclusion and performance of the agreement.
8. You have the following rights related to the processing of personal data:
- the right to access your data,
 - the right to rectify your personal data,
 - the right to erase personal data or restrict its processing,
 - the right to transfer your data, i.e., the right to receive personal data from PKN ORLEN S.A. in a structured, commonly used, and machine-readable IT format. You have the right to transmit that data to another controller or request that PKN ORLEN S.A. transmits the data to another controller. However, PKN ORLEN S.A. shall only do so if such a transmission is technically feasible. The right to transfer personal data only applies to data processed under the Agreement concluded with you,
 - the right to object – in cases where PKN ORLEN S.A. processes your personal data on the basis of its legitimate interests; an objection may be raised due to special circumstances at the following email address: daneosobowe@orlen.pl or the address of the registered office of ORLEN Południe S.A. with the note "Inspektor Ochrony Danych" ("Data Protection Officer").
9. You have the right to lodge a complaint with the President of the Personal Data Protection Office.

¹ Enter the name of the entity providing this data.