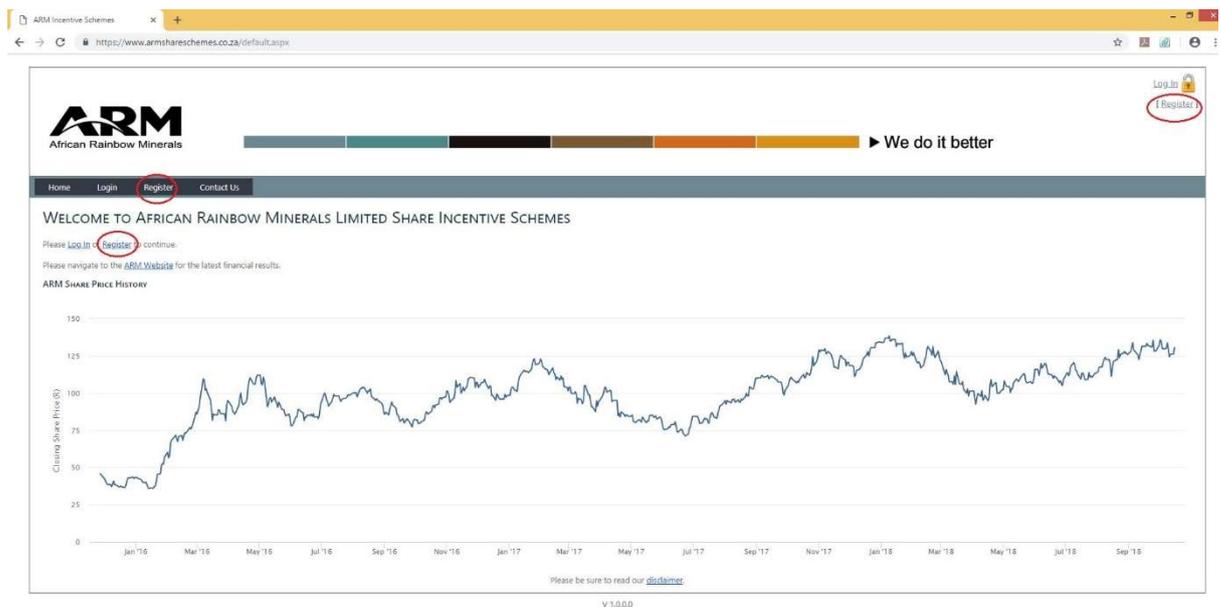


ARM Share Incentive Scheme Website Handbook

Registering your profile on the ARM Share Incentive Scheme Website

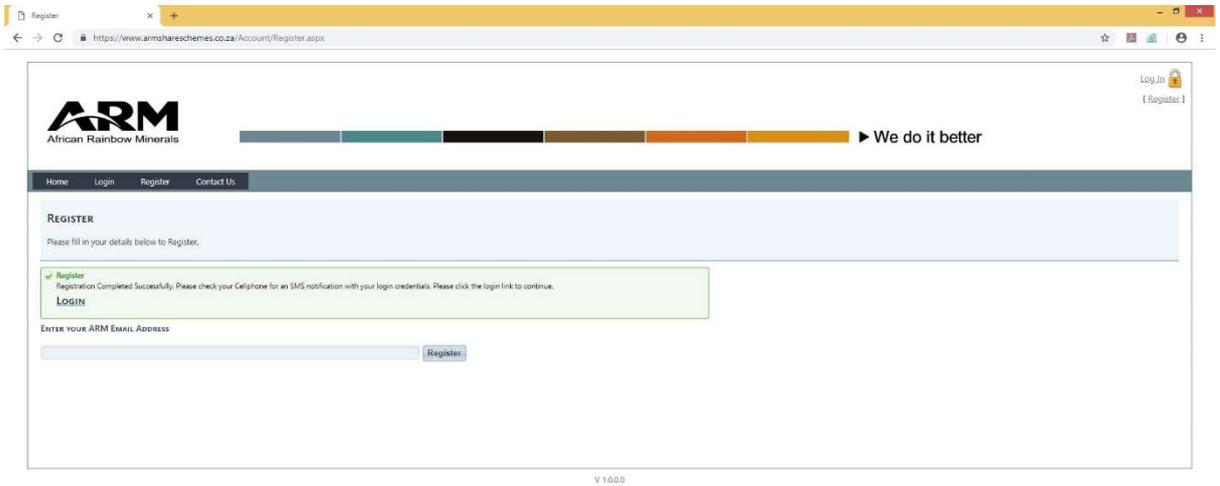
1. Enter the address in your web browser:
<https://www.armshareschemes.co.za>
2. You will then be taken directly to the Home Page
3. Click on the 'Register' link in order to get your password



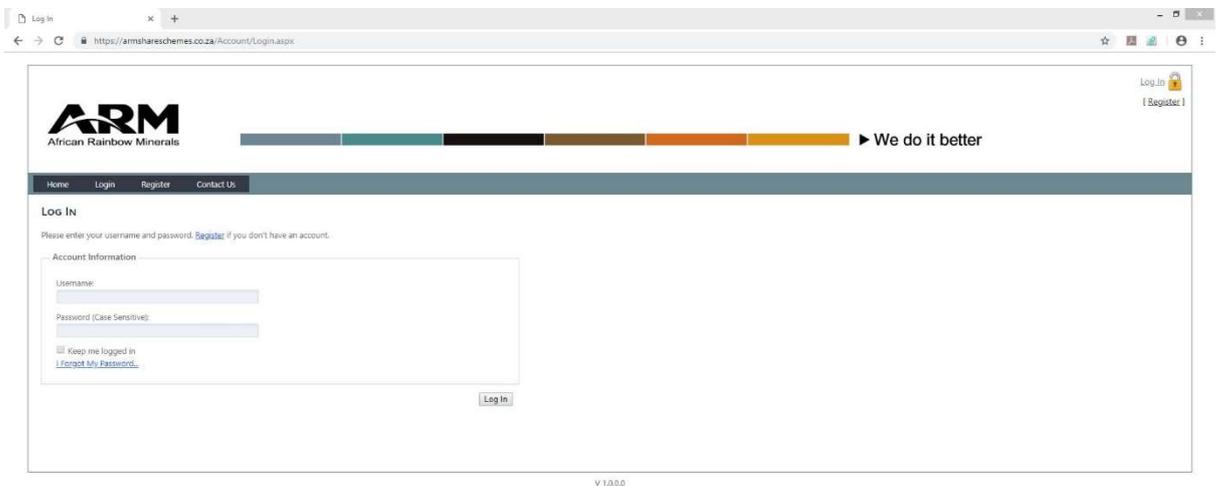
4. Input your ARM Email address and click on the 'Register' button.



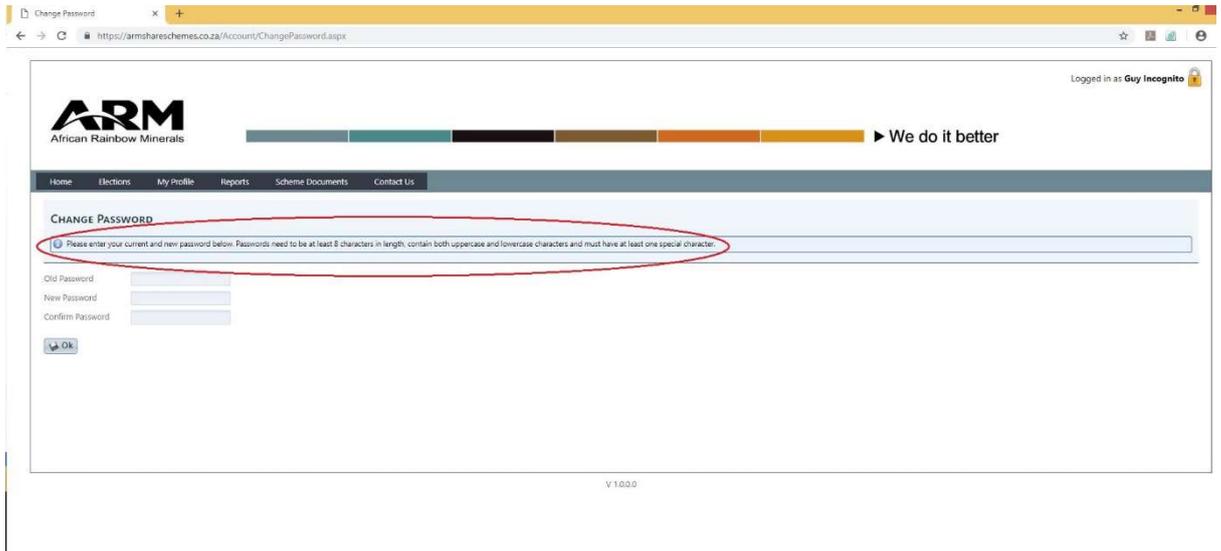
5. You will receive a SMS that your registration request has been successful and the SMS will also contain your username and password. If you do not receive a password within 10 minutes please contact the administrators for assistance.



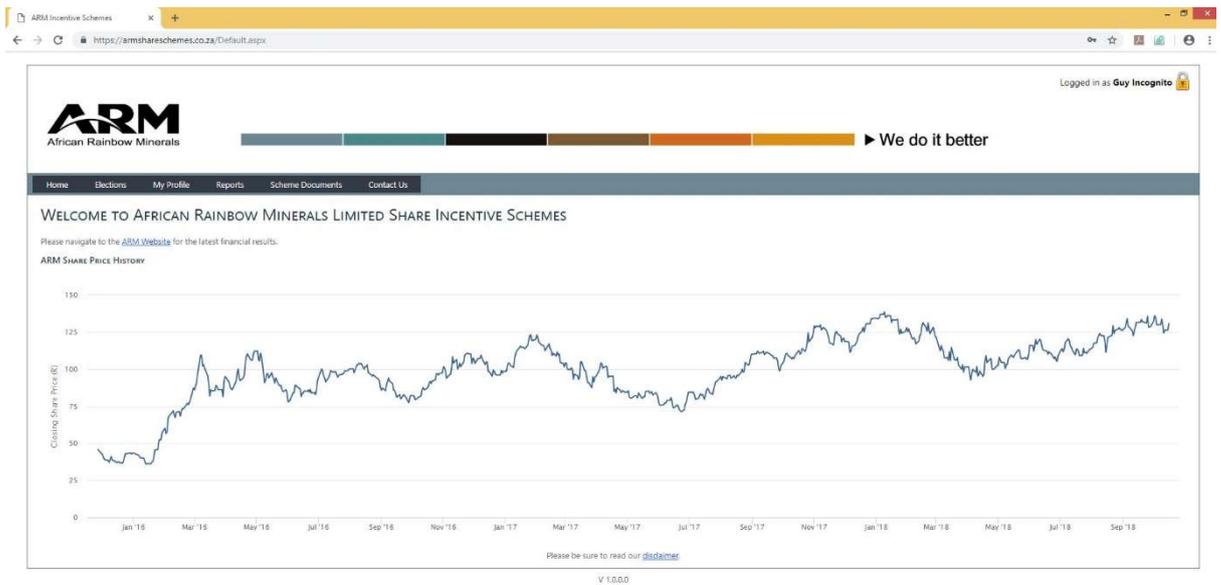
6. Once you receive your password, click on 'Login' and enter your username and password to access the website.



- You will then be taken to the 'Change Password' page to change your password to something more unique to yourself. The rules of the password are listed on the screen.

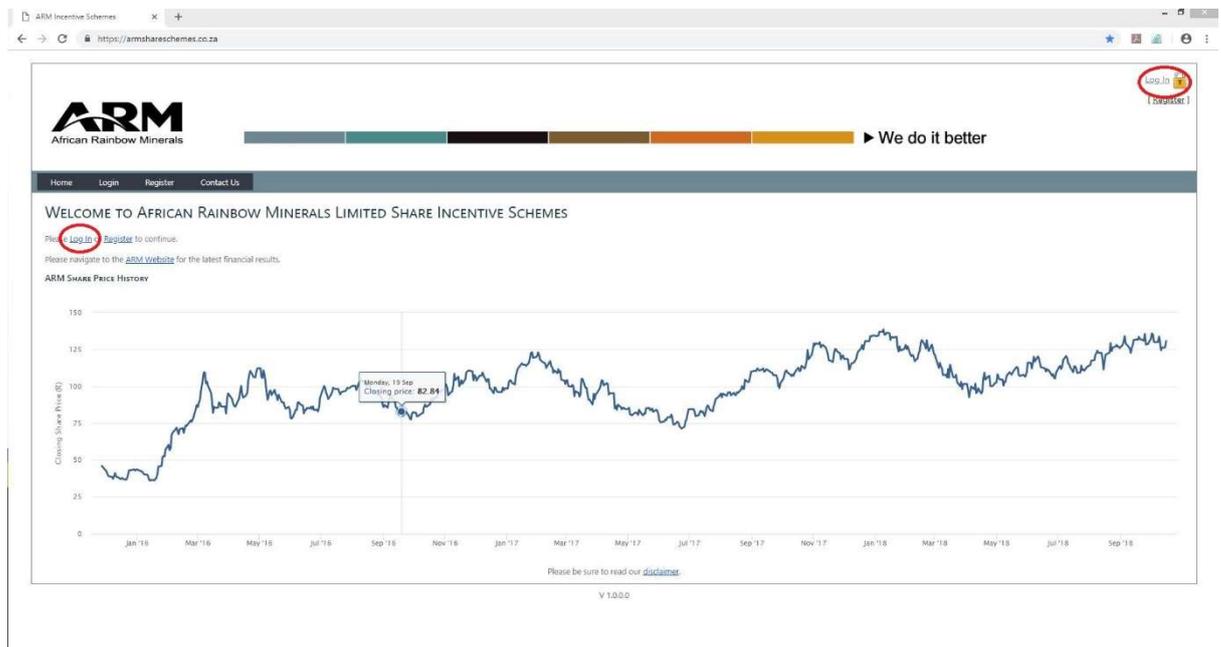


- After successfully changing your password you will be taken to the homepage as shown below.



2. Logging in to your Profile on the ARM Share Incentive Scheme Website

9. Enter the address in your web browser:
 - a. <https://www.armshareschemes.co.za>
10. You will then be taken directly to the Home Page
11. Click on one of the 'Log In' links indicated on the screenshot below in order to access your profile.



12. After clicking on “Login” you will be redirected to the Log In input screen .Capture the relevant details in the fields provided and click on the ‘Log In’ button

Log In

https://armshareschemes.co.za/Account/Login.aspx

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Log In | Register

Home Login Register Contact Us

LOG IN

Please enter your username and password. [Register](#) if you don't have an account.

Account Information

Username:

Password (Case Sensitive):

Keep me logged in

[Forgot My Password...](#)

Log In

V 1.0.0.0

13. A one-time password (OTP) will be sent to you via SMS. Input your OTP in the space provided exactly as it appears in your SMS and click on ‘Submit OTP’ button.

OTP Authorization

https://armshareschemes.co.za/Account/OTPLLogin.aspx

Logged in as **Guy Incognito**

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Home Contact Us

OTP AUTHENTICATION

A One Time Pin has been SMSed to you. Please enter it below and click Continue to use the website.
If you did not receive the OTP please [Contact Us](#).

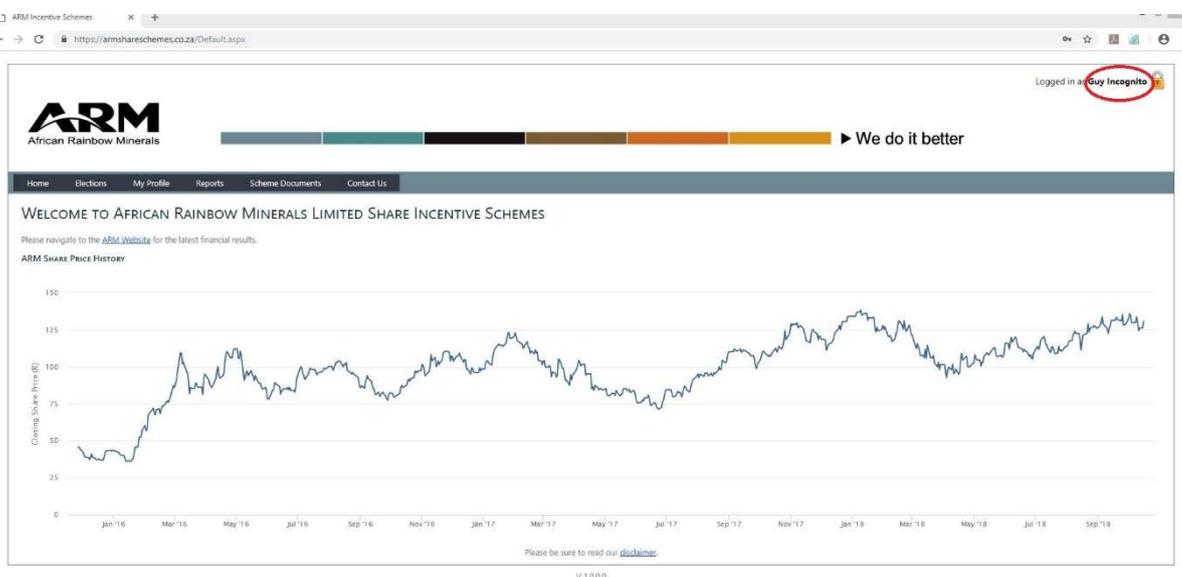
Enter OTP:

Submit OTP

V 1.0.0.0



14. You will then be redirected to your online profile (your name will be reflected in the space circled below and you may browse your profile as you wish.



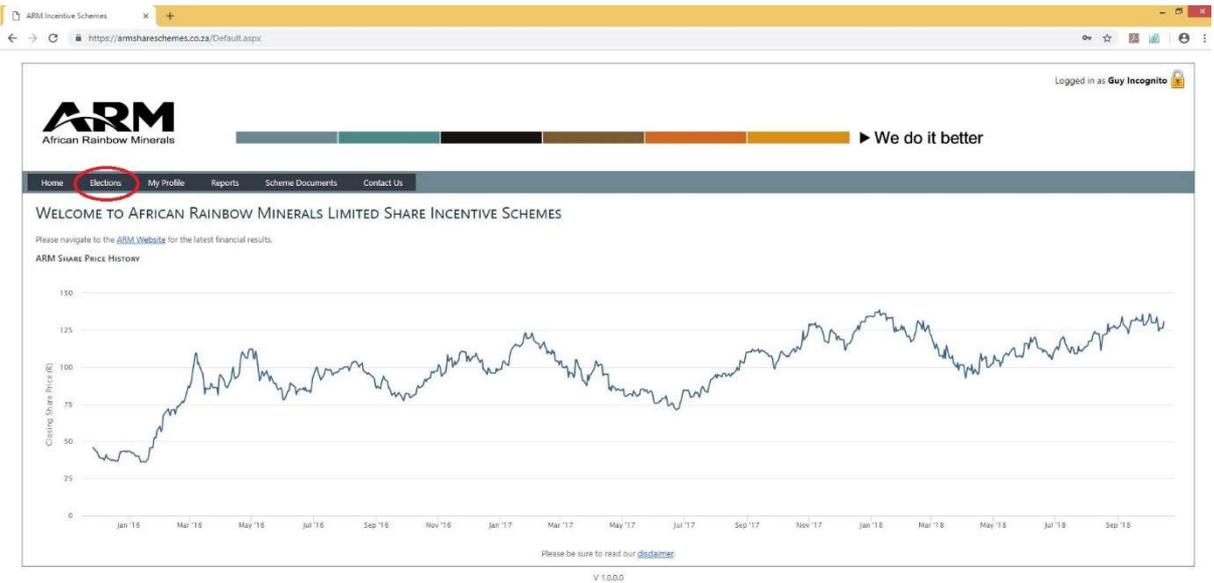
3. Browsing your online profile on the ARM Share Incentive Scheme Website

1. Once you have successfully logged in to your profile you will notice the main menu ribbon with the following options:

Elections	The options under this menu item deal with your share/options details and the scenario calculator.
My Profile	The options under this tab deal with your personal information.
Reports	This tab is where participants are allowed to run their own personal reports directly from the website.
Scheme Documents	This tab has links to all documents that belong the different Schemes and is available to all participants
Contact Us	This tab contains the contact information of the scheme administrators



2. We will now explore the first menu tab, i.e. 'Elections'.



3. The first item under the 'Elections' tab is 'View Statements'. On this page you are able to view your entire history of all awards you have received. The filters marked at the top of the page will allow you to navigate and sort through your data as required.

The screenshot shows the 'Share Scheme Statement' page. At the top, there are filters for 'Share Scheme: (All)', 'Offer Date: (All)', and 'Offer Type: (All)', all of which are circled in red. A 'Clear Filters' button is also present. Below the filters is a table with columns: Share Scheme, Offer Type, Currency, Offer Date, Vesting Date, No Of Shares Offered, Share Options Exercised, Shares forfeited/Expired, and Balance. The table lists several share plans and their details.

Share Scheme	Offer Type	Currency	Offer Date	Vesting Date	No Of Shares Offered	Share Options Exercised	Shares forfeited/Expired	Balance
2008 Share Plan	Performance	ZAR	09 Nov 2011	10 Nov 2014	4 453	4 298	155	0
2008 Share Plan	Performance	ZAR	15 Oct 2012	16 Oct 2015	2 533	1 653	880	0
2008 Share Plan	Bonus	ZAR	15 Oct 2012	16 Oct 2015	1 361	1 361	0	0
2008 Share Plan	Bonus	ZAR	29 Oct 2013	30 Oct 2016	2 700	2 700	0	0
2008 Share Plan	Performance	ZAR	29 Oct 2013	30 Oct 2016	2 268	713	1 555	0
2008 Share Plan Totals					13 315	10 725	2 590	0

Share Scheme	Currency	Offer Date	Vesting Date	Expiry Date	Strike Price Per Share	No Of Shares Offered	Share Options Exercised	Shares forfeited/Expired	Balance
Share Incentive Scheme	ZAR	09 Nov 2011	10 Nov 2014	09 Nov 2019	182.67	4 516	0	4 516	0
Share Incentive Scheme	ZAR	15 Oct 2012	16 Oct 2015	15 Oct 2020	168.37	5 194	0	5 194	0
Share Incentive Scheme	ZAR	29 Oct 2013	30 Oct 2016	29 Oct 2021	200.75	4 574	0	4 574	0
Share Incentive Scheme Totals						14 284	0	14 284	0



- The second item under the 'Elections' tab is 'Scenario Calculator' which you may use to get an indication of the tax and sale proceeds you may receive or pay should you wish to settle your shares/options. This screen displays all currently vested and unvested awards and instructions to use this calculator can be found on screen.

SETTLEMENT SCENARIO CALCULATOR

Welcome
This tool will assist you with estimating the potential value of your awards on settlement and with making an informed decision when completing your settlement instruction form.

- Enter Indicative Tax rate (defaulted to 45%).
- Enter the estimated market price in the "Estimated Market Price" field which the calculator will use to determine your Tax and Gross Sale Proceeds (price is defaulted to the previous day closing price).
- Assumes all vested awards will be settled for cash. The system automatically defaults to this assumption.
- Tick the "Include in Calc?" check boxes for the tranches that you want to include in your calculation. The system will automatically populate the required fields.
- Select a Performance Vesting Outcome. To view the Performance Conditions, please click on the + sign in the table below.
- All values marked with a * are scenarios based on participant's assumptions.
- Please refer to your award letter for a detailed description of the performance criteria.

Share Plan: (Please Select) ▼

2018 Cash-settled Conditional Share Plan

Share Plan: 2018 Cash-settled Conditional Share Plan ▼
 Select an Award: 2018 Cash-Settled Conditional Share Plan (07/12/2018) ▼
 Estimated Tax Rate: 45.00 %
 Estimated Market Price (R): 233.40
 Trade Instructions:
 All vested awards settled for cash.

Share Plan	Award Date	Vesting Date	A Awards (Number)	B Overall Performance Outcome (%) from below*	C Awards Vesting and to be Settled* (Number)	D Share Price* (R)	E Dividend Equivalent Cash per Award* (R)	F Total Cash per Award* (R)	Include in Calc?	G Gross Settlement Value* (R)	H Income Tax* (R)	Estimated Net Value of Settlement* (R)
					A x B		I	D + E		C x F	Tax Rate x G	G - H
+ 2018 Cash-Settled Conditional Share Plan	07 Dec 2018	08 Dec 2021	22,000	100.00%	22,000	233.40	55.00	288.40	<input type="checkbox"/>	0.00	0.00	0.00

Performance Condition Description	Vesting Date	Performance Condition Weighting	Percentage Outcome
Average free cash flow return on equity	08 Dec 2021	25.00%	100% ▼
Consistent and sustainable cost performance	08 Dec 2021	25.00%	100% ▼
Relative total shareholder return	08 Dec 2021	25.00%	100% ▼
Sustainable business: Environmental compliance	08 Dec 2021	5.00%	100% ▼
Sustainable business: Improved safety performance	08 Dec 2021	10.00%	100% ▼
Sustainable business: Improvement in B-BBEE score	08 Dec 2021	10.00%	100% ▼

Dividend Equivalent Cash Amounts (R per Award)	
Record Date	Dividend Equivalent Cash Amount (R)
05 Apr 2019	4.00
27 Sep 2019	9.00
20 Mar 2020	5.00
02 Oct 2020	7.00
26 Mar 2021	10.00
01 Oct 2021	20.00
I Sub-total for all Dividend Equivalents (R)	55.00



2018 Conditional Share Plan Scenario Calculator

Please note that this scheme is equity settled, therefore 'Estimated Gross and Net proceeds' have been included to provide guidance on how tax would be calculated.

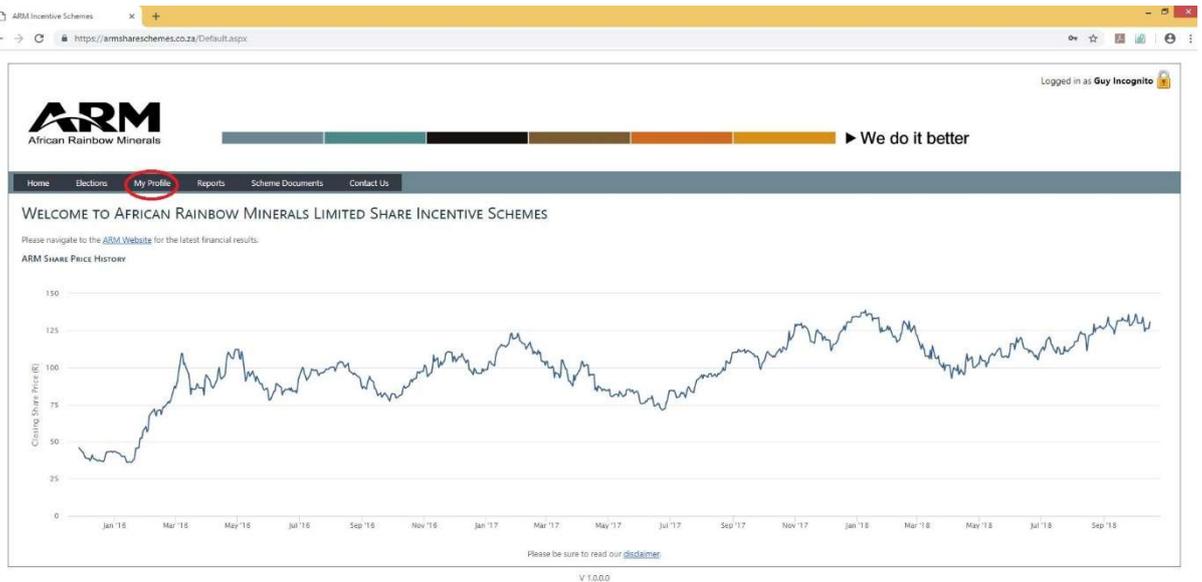
Securities Transfer Tax (STT) applies to the purchase and transfers of listed and unlisted securities.

Share Plan	Award Date	Vesting Date	A Awards (Number)	B Overall Performance Outcome (%) from below*	C Awards Vesting* (Number)	D Share Price* (R)	E Dividend Equivalent Shares per Award* (Number)	F Number of Shares Vesting and to be Settled* (Number)	G Include in Calc?	H Shares Withheld for Tax* (Number)	I Net Shares to Settle* (Number)	J Gross Settlement Value* (R)	K Income Tax* (R)	L Estimated Brokerage* (R)	M Estimated STT* (R)	N Estimated Net Value of Settlement* (R)
Conditional Share Plan	07 Dec 2018	08 Dec 2021	22 650	100.00%	A x B	233.40	C x M	C + E			F - G	D x F	Tax Rate x I	1% x (J - L)	0.0025% x (J - L)	I - J - K - L

Performance Condition Description	Vesting Date	Performance Condition Weighting	Percentage Outcome
Relative total shareholder return	08 Dec 2021	25.00%	100%
Average free cash flow return on equity	08 Dec 2021	25.00%	100%
Consistent and sustainable cost performance	08 Dec 2021	25.00%	100%
Sustainable business: Improved safety performance	08 Dec 2021	10.00%	100%
Sustainable business: Improvement in E-ES&E score	08 Dec 2021	10.00%	100%
Sustainable business: Environmental compliance	08 Dec 2021	5.00%	100%

Dividend Equivalent Amounts (Number)	
Record Date	Dividend Equivalent Shares per Award (Number)
05 Apr 2019	0.0229
27 Sep 2019	0.0622
20 Mar 2020	0.0490
02 Oct 2020	0.0309
26 Mar 2021	0.0363
01 Oct 2021	0.0984
M	
Total Dividend Equivalent Shares per Award (Number)	0.2997

5. We will now explore the second menu tab, i.e. 'My Profile'.



- The first item under the 'My Profile' tab is 'My Details'. This tab displays all your relevant information held by the scheme administrators as well as your personal broker account details. Should any of this information be incorrect, please contact the Scheme Administrators to rectify.

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Logged in as **Guy Incognito**

Home Elections My Profile Reports Scheme Documents Contact Us

MY PROFILE

If any of your read only data is incorrect, please [contact](#) your Share Incentive Scheme Administrator in order to rectify your details.

Save

Personal Information

First Name: Second Name: Surname:
 Employee Code: South African ID: Date of Birth:
 Work Phone: Maiden Name: Tax Ref No:
 Cell Phone: Email: Preferred Name:

Broker Information

This must be a Personal Brokers Account in your own name

Broker	SCA Number From Broker	Account Number	Account Name
Standard Bank Share Trading	20002017	123456	G Incognito

Add Broker

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The second item is the 'My Documents' tab. On this tab you will find all documents which relate to your share schemes namely award/offer letters, tax directives, sales reports etc.

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MY DOCUMENTS

Click on any document in the list to view or download it.

Criteria

Document Type:

Documents:

Document	Document Type
shareReconSample.pdf	Tax Directive

V 1.0.0.0



7. The third item is the 'Change Password' tab. On this tab you may change your current password to something new. The rules around passwords are listed on screen.

Change Password

https://armshareschemes.co.za/Account/ChangePassword.aspx

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CHANGE PASSWORD

Please enter your current and new password below. Passwords need to be at least 8 characters in length, contain both uppercase and lowercase characters and must have at least one special character.

Old Password

New Password

Confirm Password

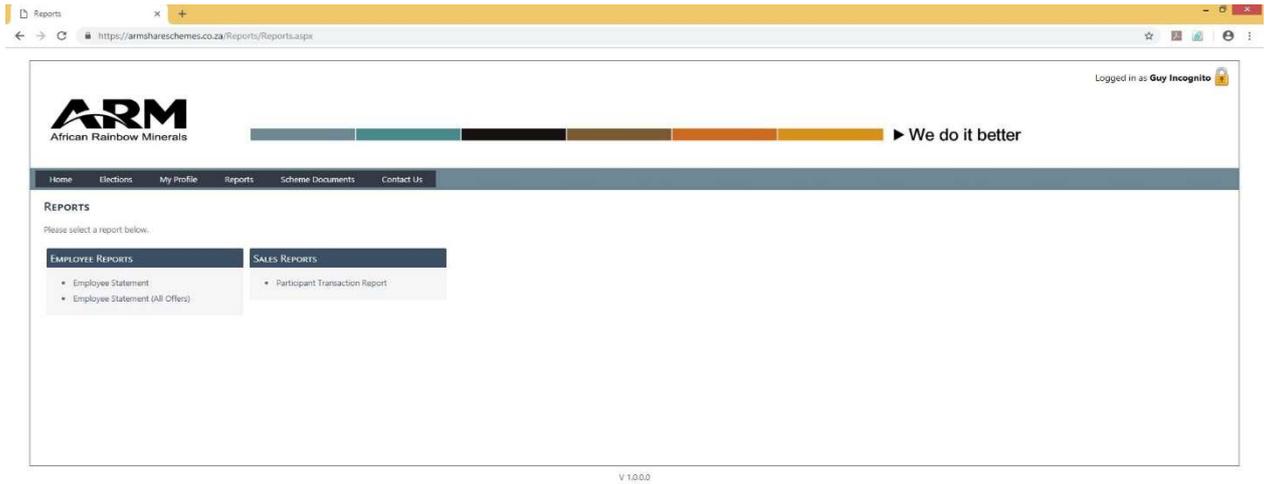
OK

V1000

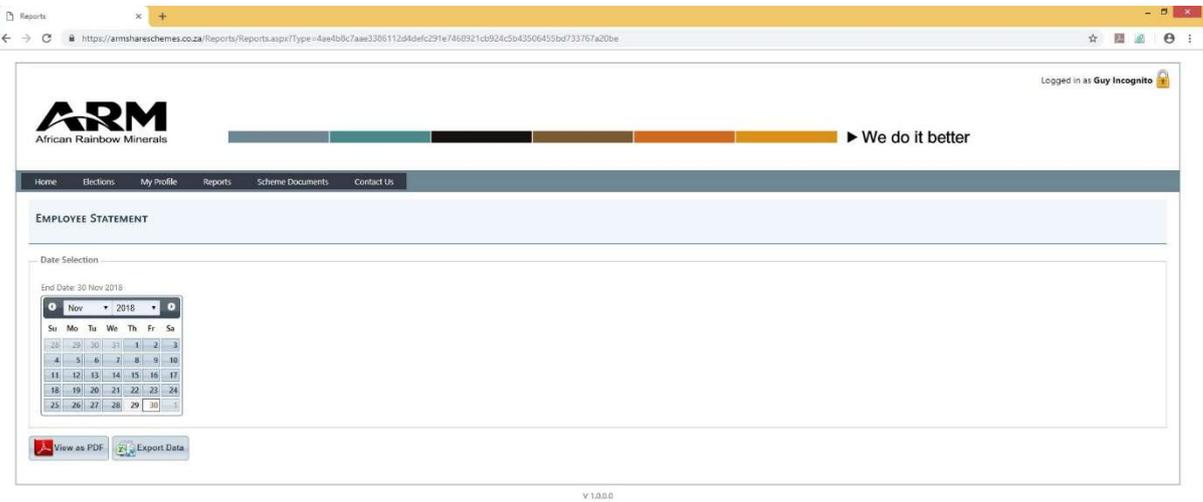
8. We will now explore the third menu tab, i.e. 'Reports'. On this tab you will find the pre-loaded reports in respect of your awards in the share schemes. You may run these report to view as a PDF or export it as an Excel document and will always be available. A summary of the reports can be found below:

Report Name	Description
Employee Statement	This report will display all current and unvested awards of a participant.
Employee Statement (All Offers/Awards)	This report will display all awards a participant has ever received
Participant Transaction Report	This report will display all the relevant trade information of a participant such as selling price, sale date, tax amount deducted, net proceeds paid etc.

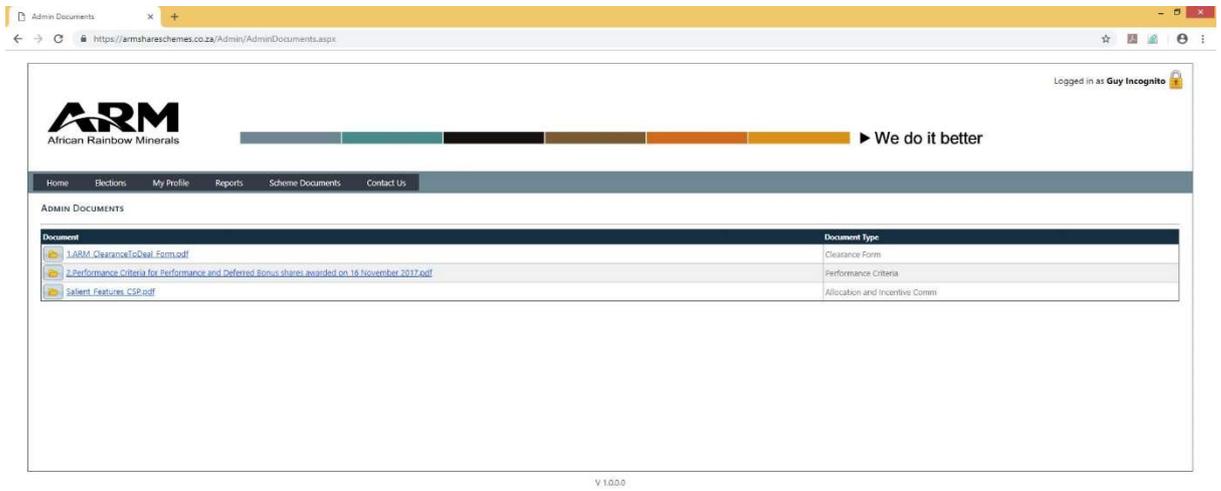




9. The screenshot below shows the report criteria input form as well as the options available regarding the formats of the reports.



10. We will now explore the fourth tab, i.e. 'Scheme Documents'. This tab contains all documents which are viewed by all participants and are relevant to the scheme such as Scheme rules, Performance Criteria etc.



11. We will now explore the last menu tab, i.e. 'Contact Us'. This tab contains the contact information of the Share Scheme Administrators and should be used if you have any queries or require any assistance.

