

ANNOUNCEMENT OF THE MANAGEMENT BOARD OF ASSECO BUSINESS SOLUTIONS JOINT-STOCK COMPANY ON CONVENING AN ORDINARY GENERAL MEETING

3. DATE, TIME AND VENUE OF THE GENERAL MEETING

The Management Board of Asseco Business Solutions SA, having its registered office in Lublin at ul. Konrada Wallenroda 4C, 20-607 Lublin, registered in the Companies' Register at District Court Lublin-East, seated in Świdnik, VI Economic Department of the National Court Register, under KRS no.: 0000028257 ("**the Company**"), pursuant to Article 399(1) of the Code of Commercial Companies and Partnerships and having regard to Article 38(1) of the Regulation of the Minister of Finance of 19 February 2009 on current and periodic information provided by issuers of securities and on the conditions for recognition as equivalent of the information required by the laws of a non-member state (Journal of Laws of 2009, No. 33, item 259), convenes on the **23rd day of April 2018** an Ordinary General Meeting of the Company ("**the General Meeting**"), to be held at noon in the Company's seat in Lublin, at ul. Konrada Wallenroda 4C.

4. DETAILED AGENDA

The agenda for the Ordinary General Meeting shall be as follows:

2. The opening of the General Meeting;
3. Election of the Chairperson of the General Meeting;
4. Ascertainment of the correctness of convening the General Meeting and its capacity to adopt resolutions;
5. Appointment of the Returning Committee;
6. Adoption of the agenda;
7. Adoption of a resolution approving the Company's financial statements for the financial year 2017;
8. Adoption of a resolution on the approval of the Report of the Management Board on the Operations of the Company and the Asseco Business Solutions Group for the financial year 2017;
9. Adoption of a resolution on the approval of the financial statements of the Asseco Business Solutions Group for the financial year 2017;
10. Examination of the content of the Report on the Activity of the Supervisory Board in the Financial Year 2017 and the Report of the Supervisory Board on the Assessment of the Management Board's Report on the Company's Operations in the Financial Year 2017 and of the assessment of the Company's financial statements for the financial year 2017;
11. Adoption of resolutions on a vote of approval to the Members of the Management Board for the discharge of their duties during the financial year 2017;
12. Adoption of resolutions on a vote of approval to the Members of the Supervisory Board for the discharge of their duties during the financial year 2017;
13. Adoption of a resolution on the distribution of profit earned by the Company in the financial year 2017 and the payment of dividend;
14. Review of the Report of the Management Board on the Operations of Macrologic S.A. in the Financial Year 2017 and the financial statements of Macrologic S.A. for the financial year 2017 together with the report of an independent certified auditor on the auditing of the annual financial statements;
15. Review of the Report of the Supervisory Board of Asseco Business Solutions S.A. on (i) the activities of the Supervisory Board of Macrologic S.A. in the financial year 2017 and on (ii) the assessment of the Management Board's Report on the Operations of Macrologic S.A. in the financial year 2017 and on (iii) the assessment of the financial statements of Macrologic S.A. for the financial year 2017;
16. Adoption of resolutions regarding the approval of the Report of the Management Board on the Operations of Macrologic S.A. in the Financial Year 2017 and the approval of the financial statements of Macrologic S.A. for the financial year 2017;

17. Adoption of resolutions on a vote of approval to the Members of the Management Board of Macrologic S.A. for the discharge of their duties in the financial year 2017;
18. Adoption of resolutions on a vote of approval to the Members of the Supervisory Board of Macrologic S.A. for the discharge of their duties in the financial year 2017;
19. Adoption of resolutions on a vote of approval to the Members of the Management Board of Retilia Sp. z o.o. for the discharge of their duties in the financial year 2017;
20. The closing of the General Meeting.

3. ELIGIBILITY TO PARTICIPATE IN THE GENERAL MEETING

The Management Board of the Company announces that the right to participate in the General Meeting shall be exercised, pursuant to Article 406 of the Code of Commercial Companies and Partnerships, only by persons who are shareholders of the Company sixteen days prior to the date of the General Meeting, i.e. 7 April 2018 (the day of registration for the General Meeting, hereinafter: **the Registration Day**), subject to the condition that they request the entity that keeps their securities account to issue a personal certificate of eligibility to participate in the General Meeting. Such a request may not be submitted before the announcement of the convening of the General Meeting (i.e. not earlier than on 27 March 2018) nor after the first business day following the Registration Day (i.e. not later than on 09 April 2018).

The list of shareholders entitled to participate in the General Meeting shall be prepared on the basis of a register provided by the entity running the securities depository (National Depository of Securities) and made available at the Company's registered office: ul. Konrada Wallenroda 4c, 20-607 Lublin, between 9:00am and 5:00pm, for three business days prior to the General Meeting, i.e. on 18, 19 and 20 April. Each shareholder may request the Company to send them such a register of shareholders free of charge by e-mail to a desired address. Such a request may be submitted by e-mail to: [.biuro.zarzadu@assecobs.pl](mailto:biuro.zarzadu@assecobs.pl).

4. DOCUMENTS AND INFORMATION RELATING TO THE GENERAL MEETING

As required by Article 402(3) of the Commercial Companies Code, information on the General Meeting, as well as the Rules of Procedure of the General Meeting of the Company ("ROP") shall be made available (as from the date of convening the General Meeting, i.e. from 27 March 2018) on the Company's website at: www.assecobs.pl in the Investor Relations tab.

In addition, the Company's website shall provide any other information relating to the General Meeting that the Company deems necessary.

A person entitled to participate in the General Meeting may obtain the full text of the documents in the Company's seat at ul. Konrada Wallenroda 4C, 20-607 Lublin, as from the date of convening the General Meeting (i.e. from 27 March 2018) on business days from 9:00am to 5:00pm.

5. PROCEDURES FOR PARTICIPATION AND EXERCISE OF VOTING RIGHTS

General Information

If any of the below mentioned procedures require a submission of any notifications, proposals, requests or statements related to the General Meeting by electronic means to the Company or to the Company's Management Board, the following should be taken into account:

- 1) they should be sent to the following e-mail address: biuro.zarzadu@assecobs.pl
- 2) they should be submitted within the deadlines determined in the relevant procedure, whereas the time of submission shall be deemed as the moment of entering a message into electronic means of communication in such a way as to enable a person acting on behalf of the Company to get familiar with the message within the working hours of the Office of the

Management Board, i.e. on business days from 9:00am till 5:00pm,

3) the Company shall not be responsible for the consequences caused by the incapacity to use electronic means of communication to communicate with the Company, or for the failure to deliver to the Company the correspondence sent by an eligible participant in electronic form, if the above is caused by reasons beyond the Company's control.

Right to demand that specific items be put on the agenda of the General Meeting

In accordance with Article 401(1) of the Commercial Companies Code, a shareholder or shareholders representing at least one twentieth of the share capital may request that certain matters be put on the agenda of the upcoming General Meeting. Such a request should include a relevant justification or a draft resolution on the proposed item of the agenda. Any such request must be submitted to the Management Board at least 21 days before the General Meeting is held. Furthermore, the request must be accompanied by documents confirming beyond any doubt that at the date of submitting the request the requesting parties are shareholders representing at least one twentieth of the Company's share capital (e.g. a depositary receipt or certificate). The request should indicate a correspondence address of the requesting party. The request, its form and the manner of submission shall comply with the provisions of law and the requirements specified in this announcement. Requests made in writing shall be sent to the Company's seat, at ul. Konrada Wallenroda 4C, 20-607 Lublin. The Management Board informs that in order to meet the aforesaid deadline for submitting requests, they must be delivered to the Management Board within this deadline. Hence, it is not sufficient to post the request within the deadline. The request may also be sent by electronic mail to biuro.zarzadu@assecobs.pl.

If the submitted request satisfies the above-mentioned requirements, the Management Board shall announce changes in the meeting agenda according to the relevant request. Such changes shall be announced no later than 18 days before the established date of the General Meeting. The relevant announcement shall be made in the manner appropriate for the convening of the General Meeting. If the request does not satisfy the above-mentioned requirements, the Company, within three business days as of receiving that request, shall inform the requesting parties accordingly and shall indicate the deficiencies resulting in the rejection of the request. A duly supplemented request may be resubmitted provided the above-mentioned submission deadline is met.

Right to submit draft resolutions on matters included in the meeting agenda or on matters to be included in the meeting agenda before the date of the General Meeting

A shareholder or shareholders jointly representing at least 1/20 of the share capital may – before the General Meeting date – submit to the Company, in writing or by electronic means, draft resolutions on matters covered by the agenda of the General Meeting, or on matters to be put on the agenda of the General Meeting. Such draft resolutions should be submitted to the Company no later than the day before the date of the General Meeting. Furthermore, the proposed draft resolutions must be accompanied by documents confirming beyond any doubt that on the date of submitting the proposal the proposing parties are shareholders representing at least one-twentieth of the Company's share capital (e.g. a depositary receipt or certificate). The proposals should indicate a mailing address of the proposing parties. A proposal submitted in printed form should be sent to the Company's seat, at ul. Konrada Wallenroda 4C, 20-607 Lublin. The Management Board indicates that in order to meet the deadline for submitting proposed draft resolutions, they must be delivered to the Management Board within that deadline. Hence, it is not sufficient to merely post the proposal within the deadline.

Such a proposal may be also sent by e-mail to the address: biuro.zarzadu@asecobs.pl. A relevant proposal, attached documents and the manner of their submission as well as the form of proposed draft resolutions shall comply with the provisions of law and the requirements specified in this announcement. If a proposal containing draft resolutions is submitted in compliance with the above-mentioned requirements, the draft resolutions shall be immediately announced on the Company's website. If a proposal of draft resolutions fails to correspond to the requirements specified above, the Company, within three business days as of the receipt of the proposal (but no later than the day before the General Meeting), shall notify the submitting party indicating any deficiencies that prevent the publishing of the draft resolutions.

Shareholder's right to submit draft resolutions on matters included in the agenda during the proceedings of the General Meeting

Each eligible participant may, in the course of the General Meeting, propose draft resolutions concerning any matters included in the meeting agenda. The intention to submit such draft resolutions should be reported to the Chairperson, including the content of the proposal in writing, no later than once the General Meeting has adopted the resolution on the adoption of the meeting agenda.

Exercise of voting rights by a proxy, notification of establishing a proxy sent to the Company by means of electronic communication, and the use of forms during voting by a proxy

According to Article 412-412² of the Code of Commercial Companies and Partnerships, a shareholder may participate in the General Meeting and exercise his or her voting rights personally or by a proxy. A proxy shall execute all the shareholder rights at the General Meeting, unless their power of attorney states otherwise. A proxy may also grant a further power of attorney if this is permitted by their powers. A proxy may represent more than one shareholder and vote differently using

shares of each of the represented shareholders. A shareholder who holds shares in multiple securities accounts may appoint separate proxies to exercise the rights from shares recorded in each of those accounts. In the event where a proxy at the General Meeting is a member of the Management Board, member of the Supervisory Board, an employee of the Company or a member of the governing bodies of or an employee of the Company's subsidiary, the following rules shall apply:

1. the power of proxy may carry the right of representation at one General Meeting only,
2. a proxy is obliged to disclose to the shareholder any circumstances that indicate the existence or the possibility of existence of conflict of interest,
3. the granting of a further power of proxy is precluded,
4. a proxy should vote in accordance with the instructions given by the shareholder. The power of proxy to participate at the Company's General Meeting and to exercise voting rights should be made in writing or in electronic form. If the power of proxy is granted in electronic form, the principal shall notify the Company accordingly. Such notification shall be submitted to the Company allowing the time for identification of the principal and his or her designated proxy and in any case not later than on the day preceding the General Meeting. The notification may be made in writing or be submitted electronically. If made in writing, it shall be sent to the Company's seat, i.e. ul. Konrada Wallenroda 4C, 20-607 Lublin. The Management Board indicates that in order to meet the above-mentioned deadline for submitting notifications, such notification must be delivered to the Management Board within the deadline. Hence, it is not sufficient just to post/e-mail the notification within the deadline. The notification made in electronic form shall be sent to the Company by e-mail to: biuro.zarzadu@asecobs.pl.

The notification shall include:

1. name and surname or the name of the principal and the full names of the persons entitled to grant the power of proxy on its behalf,
2. type and number of the identity document as well as the principal's personal identification number (PESEL) in case of natural persons, or company registration number (KRS) in case of legal persons entered in the register of entrepreneurs,
3. name and surname of the proxy,
4. place of residence (headquarters) of the principal and proxy,
5. phone number or e-mail address that allow undisturbed contact with the principal,
6. the date of the power of proxy,
7. indication of the General Meeting to which the power of proxy is awarded,
8. the scope of the power of proxy, and in particular any limitations of the power as well as indication whether the proxy may designate further proxies,
9. indication whether the power of proxy is revocable.

If the notification is submitted in compliance with the above-mentioned requirements, the Company shall immediately confirm to the principal the fact of being notified.

If the notification fails to meet these requirements, the Company shall immediately inform the notifying party indicating identified deficiencies.

Failure to give any notification or notification given in violation of the requirements set out above is taken into account when determining the existence of a legitimate authorization of the proxy to represent the principal at the General Meeting. In particular, it may prevent or exclude the person from participation in the General Meeting. Every participant, inclusive of a proxy, is required to sign in the list of attendance immediately after arriving in the General Meeting. Before signing in the list of attendance, the participants are obliged to present a document confirming their identity beyond any doubt. Whereas, persons acting as representatives (proxies), before signing in the list of attendance, are additionally obliged to submit in the minutes the documents confirming undoubtedly their legitimate authorization to represent the principal at the General Meeting. Furthermore, a proxy whose power of attorney has been granted in electronic form, before being entered into the attendance list, shall be additionally obliged to submit to the minutes a printout of their power of attorney or to send such a document to the Company's e-mail: biuro.zarzadu@assecobs.pl.

On its website (www.assecobs.pl Investor Relations/General Meeting tab) the Company has provided forms that can be used by shareholders to vote by proxy. Nevertheless, the Company's shareholders are not obliged to use those forms.

The above rules shall also be applicable to the granting and cancelling of further powers of attorney.

It is not permitted to participate in the General Meeting by means of electronic communication.

It is not permitted to exercise voting rights by mail or by means of electronic communication.

Registration of attendance at the General Meeting

Persons entitled to participate in the General Meeting are requested to register their attendance and collect the voting cards directly before entering the meeting venue, half an hour before the General Meeting is commenced.

Other information

Information concerning the General Meeting will be made available on the Company's website www.assecobs.pl.

The Management Board informs that matters not covered by this announcement shall be governed by the provisions of the Code of Commercial Companies and Partnerships, the Articles of Association and Rules of Procedure of the General Meeting; therefore, the shareholders are advised to get acquainted with these regulations.

If you have questions or doubts related to your participation in the General Meeting, please contact the Company's Legal Department at + 48 81 53 53 000 or e-mail: biuro.zarzadu@assecobs.pl