

Frequently Asked Questions

IMPORTANT DATES - FUND 2016

2017	A fund due to the profit for 2016 is created. A message was sent to all employees who meet the requirements to take part of the fund.
2017-2020	The fund is managed by Volvo Stiftelse förvaltning.
2021	The fund for 2016 is distributed.
2021-03-08	The opportunity to register a share account or bank account for the distribution regarding the fund 2021 opens. Employees with access to My Benefits register an account in the portal while others receive information and a form sent to the registered home address.
2021-04-27	Last day to submit selected share account or bank account with the form.
2021-04-30	Last day to enter share account or bank account at My Benefits.
2021-05	Distribution is issued.
2021-06	A notification regarding the distribution is sent.

*Distribution = share handout.

Distribution

1. What is Volvo Profit Sharing?

It is a profit sharing program that employees benefit from when Volvo Group's profit exceeds 12% return on equity. The year after Volvo generated the profit, a profit sharing fund is created. The money in the fund is managed for 4 years and is then distributed in Volvo shares or cash. This is called distribution. In 2021, the profit sharing fund of 2016 is distributed.

2. What is the qualifying criteria for getting a profit share?

There are 3 criteria you need to meet to qualify for the profit sharing:

- You must have been employed during 31/12 of that year the fund was created.
- You must have been employed on the day of the Annual General Meeting for Volvo Group the year after the fund was created.
- Your total gross salary should amount to at least 0,75 increased price base amount, which in 2016 was 33.900 SEK.

3. What is the amount of the profit share you will receive based on?

Your annual salary during 2016 is the basis for the size of your profit share. Minimum and maximum amounts are based on an increased price base amount, which for 2016 was 45.200 SEK. To receive any shares, you must have earned at least 0.75 increased price base amount = 33.900 SEK which is 0.15 profit share size. To receive a full share, you need to have earned a 4.5 increased price base amount 203.400 SEK.

4. How do I get my profit share?

Your profit share is paid/distributed in the form of cash or shares. To receive the cash, you need a regular bank account, for example your salary account. To be able to receive shares, you must have a share account. Contact your bank if you do not have a share account and open a VP-account or a Custodial account (aktiedepå konto). You should be able to do this via internet banking with the help from your BankID. If you do not know what type of account you have, your bank will be able to answer that question. *NOTE! It is not possible to distribute share to an Investment Park Account (ISK) or a Capital Insurance Account (KF).*

If you want your share distributed to a VP-Account that has not been used recently, please make sure it is still active by contacting your bank.

5. What is a VP-Account? (Securities account)

A VP-account is a Swedish form of a security account. It is an account where you store securities instead of money. A VP-account is free of charge. VP-accounts can vary in name, for example, at Nordea it is called "servicekonto" (Service account). Contact your bank for advice regarding this, but please note that it cannot be an Investment Park Account (ISK) or a Capital Insurance Account (KF). NOTE! Swedbank and Sparbankerna do not have VP-Accounts.

6. What is a Custodial account?

A Custodial account is an account for bookkeeping securities. The difference is that the customer who has a custodial account has commissioned a financial institution to manage their securities. Contact your bank for advice regarding what is best for you but be clear that it cannot be an Investment Park Account (ISK) or a Capital Insurance account (KF).

Depositing banks that can receive the distribution:

Avanza, Handelsbanken, Länsförsäkringar Bank, Nordea, Nordnet, SEB, Skandiabanken, Swedbank and Sparbankerna.

Bank	VP-Account?	Custodial account
Avanza	No	The Deposit number may consist of 7 digits. NOTE! The sort code should <u>not</u> be included.
Handelsbanken	Yes	The Deposit number consist of 9 digits.
Danske Bank	Yes	No
Länsförsäkringar bank	No	The Deposit number consist of 6-7 digits.
Nordea	Yes	The Deposit number consist of 6-7 digits. NOTE! Do not include ".1" in the sort code.
Nordnet	No	The Deposit number consist of 6-7 digits.
SEB	Yes	The Deposit number consist of 11 digits and always starts with 01 XXX XXX XXX.
Skandiabanken	No	The Deposit number consist of 7 digits and is preceded by either 9156 or 9157 as sort code. Even ISK at Skandiabanken starts with 9156, so check with your bank what kind of account you have before you choose. If your account starts with 9167, then that is <u>not</u> a custodial account.
Swedbank	No	The deposit number consist of 12 digits. In most cases the deposit number starts with a combination with 3 similar digits, for example; 123 123 XXX XXX or 488 488 XXX XXX. Note that there are some deposit numbers that starts with 420335xxxxxx, and some other combinations as well.
Sparbankerna	No	The deposit number consist of 12 digits. In most cases the deposit number starts with a combination with 3 similar digits, for example; 123 123 XXX XXX or 488 488 XXX XXX. Note that there are some deposit numbers that starts with 420335xxxxxx, and some other combinations as well.

You cannot use:

Investment Park Account (ISK). The shares cannot be distributed to an Investment Park Account, but if you have an Investment Park Account, you can transfer the shares to this account after the distribution. Speak to your bank for information.

Capital Insurance Account (KF). It is not possible to withdraw or deposit shares from this type of account.

7. What information do I need to provide for each share account?

If you have a VP-account, put a cross in the dedicated square area. We will get your account number and bank information automatically from Euroclear. You do not need to write any account number. **If you have a VP-account that has not been used recently, please make sure it is still active by contacting your bank.**

If you have a Custodial account, put a cross in the square area regarding custodial account and fill in deposit number and bank name. Add no bank sort code.

8. How do I submit information regarding my share account?

You can provide your share account via My Benefits under "Profit share options 2016". This is possible to do from the 8th of March, 2021 until the 30th of April, 2021. If you do not have access to My Benefits, information and forms will be sent to your registered home address.

9. Do I have a VP-account or a Custodial account?

Please contact your bank for information about this.

10. I have a new bank with a new VP-account. Do I need to register the new bank and the VP-account?

No, you do not. We will get that information automatically through the Euroclear. However, you still need to inform us that you wish to receive your part of the share distribution to your VP-account. It is also important that you make sure your old account is closed. This is because the foundation who handles the distribution will transfer your shares to your last active account.

If you have a VP-account that has not been used recently, please make sure it is still active by contacting you bank.

11. When does the distribution take place?

The distribution regarding the fund 2016 is issued during May, 2021. It may take five bank days after the distribution before you receive the cash or shares to your account, depending on your bank. If you have not received your part of the profit share during the first half of June, please contact HR Service Center for further investigation.

12. Can you see if my answer has been received?

Those who make the choice through My Benefits can see the registered answer under my account. You can also review and change your choice until 30th of April, 2021.

13. I received an email regarding issues with my VP-account, what does that mean?

Make sure with your bank that you really have a VP-account and not a Custodial account. If you have a Custodial account, then the bank and the account number must be registered to Volvo. Read more at "[4. How do I get my profit share?](#)" If you have a VP-account that has not been used recently, please make sure it is still active by contacting you bank.

14. Why have I not received a full profit share?

Please read the criteria at "[2. What is the qualifying criteria for getting a profit share?](#)". Volvo reports to the foundation that the criteria are met. If you believe that there is something wrong with your profit share, or if you have not received your profit share despite that you fulfilled the criteria, please contact [HR Service Center](#) for verification and investigation.

15. Distribution notification – When will I be notified that the profit share has been paid out?

A few weeks after the profit share have been distributed, you get a so-called "Utskiftningsbesked". This notification is published at My Benefits or sent to registered home address for those who do not have access to My Benefits. The notification acts as a security paper and a receipt, which states what account the cash or shares were transferred to. Use this security paper for your declaration when you sell the shares. If it says that your share is in debt, read more below at "[18. What happens if I fail to answer or answer incorrectly?](#)"

16. Is it possible to transfer the distributed shares from a VP-account to another form of account?

Yes, please contact you bank for further instructions.

17. Is it possible to get the shares distributed to PLUSpension?

Distribution to PLUSpension is not possible anymore. As a result of the government's decision to abolish the right to deduct deduction for private pension savings from 2016, the possibility to transfer the shares to PLUSpension has been removed. This is simply no longer an option.

18. What happens if I fail to answer or answer incorrectly?

If you failed to answer or answered incorrectly, your profit share will be outstanding with us.

On www.volvogroup.com/svr you will find a form named "Blankett - Skuldförd". Your share will then be paid out later during that year with an additional administrative cost of 300 SEK.

19. If I quit my employment at Volvo, what happens to my profit share?

If you have earned a profit share, then it is yours regardless and will not be affected by your form of employment at the time of the distribution. You will receive your share at the regular time of the distribution. Information and forms are sent to your registered address after completion of employment.

20. Regarding retirement – How does that work?

As a retiree, you are entitled to receive all your eventual outstanding payments in advance. The form regarding this can be found at Volvo Group's homepage www.volvogroup.com/svr.

Shares and income statement

21. The foundation, Stiftelsen Volvoresultat have sent a paper with shares and income statement, what is this?

It is a compilation concerning the shares or cash that has been transferred during the last distribution.

22. How is the tax calculated?

Your profit share will only be taxed in your tax return the year after the distribution. This is done automatically.

A minor tax payment is issued connected to the distribution, but it is only a rounding-off sum since the proportion rarely goes even with the price of the shares.

For example: Let us assume that your profit share of the distribution is worth 100 SEK, meanwhile the share price for one Volvo stock is 12 SEK. Your share is enough to cover 8 stocks ($12 \times 8 = 96$), the remaining 4 SEK is then transferred to you tax account.

If you choose to receive your profit share in cash, a preliminary tax will be deducted from the amount.

23. I have not received any shares/cash – why is that?

See "[2. What is the qualifying criteria for getting a profit share?](#)". If you have received a profit share (the fund that was created 2016 and distributed 2021), but it have not been transferred, means that your profit share has become a debt to you by Volvo because we have not been able to transfer you shares. The reason may be that we have not received any answer from you during the distribution or that your answer arrived too late or that the bank information we received were inaccurate. See "[18. What happens if I fail to answer or answer incorrectly?](#)" for information regarding the payment associated with your receivable.

Declaration

You will find more information concerning declaration at www.volvogroup.com/svr.

24. How do I declare sold Volvo shares?

Contact the Swedish Tax Agency (Skatteverket) or your personal banker for assistance with the tax return. Volvo cannot help declare your sold stocks.

25. I have more shares than those I received during the distribution?

It can be shares that you received from Volvo in gratuity for long-term employment, you may have bought Volvo shares on your own or by holding Volvo shares from before. e.g. Swedish Match, Scania etc. You can find more information

covering share history or dividend at Volvo Groups webpage www.volvogroup.com/svr and at The Swedish Tax Agency (Skatteverket). Contact the bank where you bought the shares.

In the event of death

In the event of death, the requirement for employment during the 31/12 is ignored and the Annual General Meeting day the following year. The profit share is paid in cash to the estate.

- 26. I have a close relative who has died and I am wondering if there are any profit shares to be paid?**
Contact [HR Service Center](#) for support.
- 27. When will the outstanding profit shares be paid to the estate?**
When Volvo have received an estate inventory deed, the balance is paid out.
- 28. What happens if the estate is unaware of the balance payment?**
An information letter and a form are sent to the estate's address in connection with the regular distribution. When the form is received, all outstanding shares will be exchanged at the same time.

Work Injury

In case of a work injury, you are still entitled to take part of profit share. You need a loss certificate. Please contact [HR Service Center](#) regarding help with the loss certificate.

Percentage Notification

The Percentage Notification shows active but un-distributed profit-sharing stocks and information concerning when they are distributed. A new percentage notification is created only in connection with the start-up fund, i.e. Volvo Group's profit exceeds 12% in return on equity. Share message is published on My Benefits or sent by post to registered home address for those who do not have access to My Benefits.

- 29. I have not received a share message, why?**
If you have not received any message, it is possible that you are not entitled to a profit share. If you feel unsure, please contact [HR Service Center](#).

If you have any other questions, contact HR Service Center.

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