



Please see our video message at [www.galenica.com](http://www.galenica.com) under Publications.  
→ online from 12.05.2021, 2.00 p.m.

Bern, 13 April 2021

## 4<sup>th</sup> Annual General Meeting of Galenica Ltd.

**Wednesday, 12 May 2021, 2.00 p.m.**, Bern

The health of shareholders and employees is our top priority.

As a preventive measure and based on Art. 27 of the Covid-19 Ordinance 3 on Measures to Combat the Coronavirus (Covid-19) (Covid-19 Ordinance 3), the Board of Directors has decided to hold the Annual General Meeting of Galenica Ltd. on **12 May 2021** without in-person attendance by shareholders, even if at the time the meeting is held there is no longer a prohibition on holding such events pursuant to Art. 6 of Ordinance on Measures during the Special Situation to combat the COVID-19 Epidemic (Covid-19 Ordinance Special Situation).

Only the portion prescribed by law and the Articles of Association will be held. For that reason, the Annual General Meeting will be held on **Wednesday, 12 May 2021** at the premises of the head office of Galenica Ltd., Untermattweg 8, 3027 Bern, beginning at 2.00 p.m., with only those individuals whose presence is required by the Articles of Association physically present.

Shareholders will be able to exercise their rights solely through instructions issued electronically or in writing to the independent voting proxy.

Due to the extraordinary situation this year, you will be able to direct your questions on the Annual Report and the General Meeting in writing to the following e-mail address by **Friday, 30 April 2021**: [generalsekretariat@galenica.com](mailto:generalsekretariat@galenica.com).

The most important issues will be addressed at the General Meeting. If they relate to the agenda items, they will be recorded in the minutes, along with the replies of the Board of Directors, or published on the Galenica website. Responses to all other questions will be provided to the shareholder who submitted the question. Galenica reserves the right to respond individually or by way of a collective response to any questions submitted, potentially referencing the relevant shareholder by name.

By the present set of documents, consisting of this letter and:

- Proxy form and ballot
- Agenda items and explanations
- Reply envelope

we hereby notify you of our Annual General Meeting.

**Please turn over**

You have the following option for voting at the Annual General Meeting:

- By granting your **power of attorney and issuing instructions to the independent voting proxy, Walder Wyss Ltd., Bern, represented by Dr. iur. Thomas Nagel, attorney-at-law.**

You may **grant your power of attorney** either electronically or by using the designated form:

- **Instructions issued electronically** must be received by **11.59 p.m. on Monday, 10 May 2021.**  
You can access the platform and find details at: [www.galenica.com/gv](http://www.galenica.com/gv) or <https://galenica.shapp.ch>

#### Identification

#### Password

- You must complete and sign the **enclosed proxy form and ballot** and return it in the reply envelope provided by **Monday, 10 May 2021.** You will find explanatory details on this on the enclosed form.

Thank you for submitting your vote to the Annual General Meeting. We hope to be able to see you in person again at next year's Annual General Meeting.

Sincerely



Daniela Bosshardt  
Chairwoman of the Board of Directors

#### Galenica Ltd.

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