

# Compensation Report

This compensation report explains the compensation system of Arbonia (chapter A) and its application in the reporting year 2019 (chapter B). The compensation report complies with current corporate governance standards and has been compiled in accordance with the Ordinance against Excessive Remuneration in Listed Companies Limited by Shares (OaEC) and Appendix 1 to the Swiss Code of Best Practice for Corporate Governance. The quantitative disclosures pursuant to Art. 14–16 OaEC are presented in chapter B. These disclosures were audited by the statutory auditor of Arbonia. The audit confirmation is presented on page 81.

**A The compensation system of Arbonia****1. Principles of the compensation system**

The compensation system and the structure of the occupational pension scheme are based on the conviction that the success of a company depends to a considerable extent on the quality and dedication of its personnel. Arbonia wants to leverage its compensation

system and the total compensation paid on this basis to attract and retain people with the necessary skills and qualities and to motivate them to deliver a consistently high level of performance. The compensation system is designed to ensure that the interests of top managers are consistent with the interests of the Group and its shareholders.

**Compensation model for the Board of Directors and Group Management during the year under review**

|   | <b>Board of Directors</b>  | <b>Group Management</b>   |
|---|--|---|
| <b>Fixed compensation</b>               | Basic fee plus extra pay for committee chairmanship and membership in committees. <sup>1</sup><br>At least 50% of the fee in shares restricted for four years <sup>2</sup> | Basic salary including fringe benefits in cash <sup>3</sup> on the basis of individual classification (function, experience, skills)                                  |
| <b>Variable compensation</b>            | None   | Compensation in % of the basic salary depending on financial targets.<br>A total of 50% of the variable compensation in shares restricted for four years <sup>4</sup> |
| <b>Pension scheme / fringe benefits</b> | Lump-sum allowances  | Lump-sum allowances, company car regulation, retirement planning  |

1 The Chairman of the Board of Directors waives compensation for his activity on both committees (see 3.1).

2 One member of the Board of Directors is resident in the USA and receives his fee in cash only (see 3.4).

3 In his function as interim CEO, the Chairman and delegate of the Board of Directors receives fixed compensation containing both a cash element and an element in temporarily restricted shares (see 4.1).

4 In his function as interim CEO, the Chairman and delegate of the Board of Directors waives any variable compensation (see 4.2).

## 2. Organisation and competencies

The Compensation Committee also performs the Nomination Committee's duties. The Compensation and Nomination Committee is responsible for the Group's compensation policy, particularly at the uppermost level of the company. It also assists the Board of Directors in the identification and selection of candidates for the Board of Directors and Group Management. The duties and competencies of the Nomination and Compensation Committee are set out in the Articles of Association ([www.arbonia.com/en/company/corporate-governance](http://www.arbonia.com/en/company/corporate-governance)) and in the by-laws (<https://www.arbonia.com/en/company/organisation>) and regulation of powers. The committee submits motions for decision to the Board of Directors and makes proposals and recommendations.

Among other things, its duties include:

- Periodic review of the salary policy and the compensation system
- Annual review of the fixed compensation of the Board of Directors
- Annual review of the fixed and variable compensation of Group Management
- Assessment of the performance of the members of Group Management
- Identification of candidates for the Board of Directors and Group Management
- Determination of the principles for the management and development of the members of the Board of Directors and Group Management

The committee is made up of three members. Two members of the Nomination and Compensation Committee are non-executive and independent. Alexander von Witzleben, member of the Nomination and Compensation Committee, was appointed delegate of the Board of Directors and interim CEO on 1 July 2015. Every year, the members are individually elected by the General Meeting for one year. The CFO is normally invited to the meetings of the Nomination and Compensation Committee. Members of the Board of Directors not on the committee did not attend the committee meetings in the reporting year. Members of the Board of Directors not on the committee receive the meeting minutes and are kept informed by the Chairman of the Nomination and Compensation Committee in the subsequent meeting of the full Board of Directors following each committee meeting about any significant decisions and measures relating to the compensation process and compensation system. The Nomination and Compensation Committee met twice during the reporting year.

## 3. Compensation of the Board of Directors

In 2016, the Board of Directors resolved to have votes on compensation carried out retrospectively in future. At the General Meeting on 24 April 2020, a decision shall be made retrospectively on the total compensation for

the members of the Board of Directors for the year of office 2019/2020 which shall also end on the same day. On 24 April 2020, the Board of Directors shall submit an application for the retrospective approval of the Board of Directors' total compensation of CHF 963 000 for the year of office 2019/2020.

Compensation for members of the Board of Directors consists of the following components for the year under review:

### 3.1. Fixed compensation

The members of the Board of Directors receive a fixed compensation for all their work for the Board of Directors. This remained unchanged in the year of office 2019/2020. The basic fee for the office of Chairman of the Board of Directors is CHF 240 000. The Vice Chairman receives a fee of CHF 80 000, with the other members of the Board of Directors receiving a fee of CHF 60 000 each. In addition to this compensation, the Chairman of the Nomination and Compensation Committee and the Chairman of the Audit Committee each receives CHF 20 000 for their activity on the respective committee. Every other committee member is entitled to CHF 10 000 per year of office. The Chairman of the Board of Directors waives compensation for his activity on both committees and considers it to be included in his aforementioned fee of CHF 240 000.

The fees paid to members of the Board of Directors are reviewed periodically and were last adjusted in 2015 (in relation to the Chairman of the Board of Directors).

### 3.2. Variable compensation

The members of the Board of Directors do not receive any variable compensation.

### 3.3. Allowances and in-kind benefits

The members of the Board of Directors are paid lump-sum allowances. The Chairman of the Board of Directors receives a lump-sum allowance amounting to CHF 15 000 per annum; members of the Board of Directors resident in Switzerland receive a lump-sum allowance of CHF 6 000 per annum and members of the Board of Directors resident outside of Switzerland receive a lump-sum allowance of CHF 12 000 per annum.

These allowances cover minor expenses and travel costs within Switzerland. Costs of overseas trips and overnight stays are borne by the company. The allowances are included in the presented other compensation of the term of office. The members of the Board of Directors do not receive any in-kind benefits.

### 3.4. Shares and options

At least 50% of the compensation paid to the members of the Board of Directors, including the compensation paid to committee members, is paid in the form of

restricted Arbonia shares. The remaining 50% can either be paid out in cash or up to another 30% in restricted Arbonia shares. Members of the Board of Directors who are resident outside of Switzerland and the European Union receive their full Board of Directors fee in cash.

Making the Board of Directors take their fees in the form of restricted shares is designed to ensure that the incentive system is consistent with the long-term prosperity of the company, encourage a management philosophy which takes due account of risk, and reflect shareholder interests. According to the Board Member Share Plan approved by the Board of Directors, at least 50% of the net fees for the Board of Directors, i.e. the Board of Directors fees minus lump-sum allowances and withholding taxes, takes the form of restricted Arbonia shares. When members of the Board of Directors are domiciled in the European Union, the Swiss withholding tax is treated as compensation paid in cash. The number of shares is calculated based on the volume-weighted average share price of 20 trading days, less a 20% discount for the restriction period. The 20-day trading period for calculating the fair market value shall begin on the tenth trading day following the publication of the annual results. Shares allocated in this way are subject to a restriction period of four years, which can, however, be lifted for those leaving the Board of Directors.

Arbonia does not have any option programme for the members of the Board of Directors.

### 3.5. Attendance fees

The members of the Board of Directors do not receive any attendance fees. No additional compensation is paid for the preparation and attendance of the ordinary and extraordinary meetings of the Board of Directors, the Audit Committee and the Nomination and Compensation Committee.

### 3.6. Loans and credit

According to Art. 26 of the Articles of Association ([www.arbonia.com/en/company/corporate-governance](http://www.arbonia.com/en/company/corporate-governance)), no loans, credit or pension benefits outside the occupational pension scheme or collateral shall be granted to the members of the Board of Directors. Exempt from this are advances of social security and tax charges for persons subject to withholding tax. The Chairman of the Board of Directors exercised this exemption in the reporting year, with no advance payments outstanding as of 31 December 2019.

### 3.7. Compensation, loans and credit to related parties

No loans or credit are granted to any parties related to the members of the Board of Directors. Moreover, no compensation is paid to any parties related to the members of the Board of Directors.

### 3.8. Signing bonus and termination benefits

No signing bonus or termination benefits are paid to the members of the Board of Directors.

## 4. Compensation of Group Management

In 2016, the Board of Directors resolved to have votes on compensation carried out retrospectively in future. At the General Meeting on 24 April 2020, a decision shall be made retrospectively on the total compensation for the members of Group Management for the 2019 financial year. On 24 April 2020, the Board of Directors shall submit an application for the retrospective approval of Group Management's total compensation of CHF 5 468 000 for the 2019 financial year.

In accordance with the regulation of powers, the compensation paid to Group Management is requested by the Nomination and Compensation Committee and determined by the Board of Directors. It consists of the following components:

### 4.1. Fixed compensation

The compensation of the members of Group Management depends on the individual function as well as the qualification and experience of the person that assumes the function. In 2018, a role evaluation for management and key Group functions was conducted using the HAY assessment system. These functions have subsequently been assigned to one of the newly defined Arbonia job grades. The CEO's function and the functions of the Board of Directors were exempt from this role evaluation. Based on the job grades, the included functions were compared on a country-specific basis with comparable functions at international companies in the Hay databases.

The fixed compensation for the members of Group Management is paid out in cash, while the fixed compensation for the delegate of the Board of Directors and interim CEO is paid out in cash and in shares. In the reporting year, the fixed compensation paid out to the delegate of the Board of Directors and interim CEO was made up of a cash element amounting to CHF 280 000 as well as 60 000 shares. The shares are subject to the provisions of the share-based payment programme (see 4.4) and are restricted for four years.

### 4.2. Variable compensation

In the reporting year, the variable compensation accounted for up to 112.51% of the fixed compensation for members of Group Management. In his function as interim CEO, the current Chairman of the Board of Directors and delegate of the Board of Directors waives any variable compensation.

According to the bonus regulations valid for the reporting year, the amount of the variable compensation depends on the achievement of financial targets. If a member of Group Management meets his targets in full, he receives a variable payment (nominal bonus) laid

down in his individual agreement. The financial targets are assessed on the extent to which they have been met, with the relevant bonus component rising to 125% at most. If the targets for a bonus component of 125% are met, a pro rated share based on 150% of the nominal bonus is paid out. As a general rule, failure to meet at least 75% of a financial target will mean that none of the respective bonus component is paid. In the reporting year, quantitative targets relating to the EBITDA margin, the free cash flow, the cash flow from operations, the group result, the holding costs, the return on capital employed and the growth were determined for the members of Group Management.

In the reporting year, one member of Group Management received higher variable compensation than provided for in the bonus programme due to extraordinary performance that resulted in a significant overachievement of financial targets.

#### 4.3. Allowances and in-kind benefits

Some members of Group Management receive lump-sum allowances of CHF 21 600 per year. The lump-sum allowances of the delegate of the Board of Directors and interim CEO are CHF 6 600 per year.

Additionally, the members of Group Management are provided with a company car and a mobile phone. The private use of the company car is offset for members of Group Management according to the respective tax regulations applicable in the country.

#### 4.4. Shares and options

During the reporting year, 50% of the variable compensation was paid out in cash and 50% was paid out in the form of an allocation of shares under the share-based payment programme approved by the Board of Directors on 1 May 2014. The number of shares is calculated based on the volume-weighted average share price of 20 trading days, less a 20% discount for the restriction period. The 20-day trading period for calculating the fair market value shall begin on the tenth trading day following the publication of the annual results. The restricted shares are subject to a four-year restriction period. The restriction period applies even if the employee leaves the company. The Board of Directors may, however, lift the restriction on the transfer of shares allocated under the share-based payment programme in certain cases, such as in the event of a change of control.

Arbonia does not have any option programme for the members of Group Management.

#### 4.5. Privileges

Like all other employees, the members of Group Management can benefit from various employee privileges, e.g. from REKA cheques up to CHF 600 with a discount of 20% (only members with Swiss employment contracts) or from discounts on Arbonia products.

#### 4.6. Loans and credit

According to Art. 26 of the Articles of Association ([www.arbonia.com/en/Company/corporate-governance](http://www.arbonia.com/en/Company/corporate-governance)), no loans, credit or pension benefits outside the occupational pension scheme or collateral shall be granted to the members of Group Management. Exempt from this are advances of social security and tax charges for persons subject to withholding tax. The delegate of the Board of Directors and interim CEO exercised this exemption in the reporting year, with no advance payments outstanding as of 31 December 2019.

#### 4.7. Contract term

The contracts of the members of Group Management have, with one exception, been concluded for an unlimited term with a notice period of six months. One member of Group Management has a contract that has a notice period of 12 months.

#### 4.8. Compensation, loans and credit to related parties

No loans or credit are granted to any parties related to the members of Group Management. Moreover, no compensation is paid to any parties related to the members of Group Management.

#### 4.9. Signing bonus, termination benefits and change-of-control clauses

No member of Group Management is entitled to a signing bonus, termination benefit or compensation due to a change of control ("golden parachute").

#### 4.10. Pension benefits

Group Management members with Swiss employment contracts are insured according to the Arbonia pension scheme regulations and according to the Arbonia senior management pension scheme. The Arbonia senior management pension scheme covers the fixed salary not covered under the basic scheme and 80% of the contractual nominal bonus against old age, death and incapacity risks. According to the Swiss Occupational Pensions Act (OPA), the maximum salary including bonus to be considered is limited to CHF 853 200 (as of 1 January 2019, corresponds to ten times the upper limit amount specified by the OPA), and the insured salary including bonus element is limited to CHF 642 560 (as of 1 January 2019). The employer contribution is the same for all three available plans and amounts to 25% of the insured salary (as of 1 January 2019). The delegate of the Board of Directors and interim CEO is insured under the Arbonia senior management pension scheme. The only member of Group Management with a German employment contract has a pension commitment according to the regulations of the "Essener Verband".

## B Compensation paid to members of the Board of Directors and Group Management in 2019

### 5. Board of Directors

#### 5.1. Changes in the Board of Directors

At the General Meeting on 12 April 2019, Dr. Carsten Voigtländer was elected as a new member of the Board of Directors for the year of office 2019/2020. This increased the size of the Board of Directors to eight members. There were no other changes in comparison to the previous year. This means that Alexander von Witzleben is the Chairman of the Board of Directors and Peter Barandun is Vice-Chairman. Alexander von Witzleben has been the delegate of the Board of Directors and interim CEO since 1 July 2015.

Compared to the 2018 financial year, the total fee of the Board of Directors has decreased despite the increase in the number of directors by one new member in the 2019 financial year, which is due to an extraordinary payment to one of the members of the Board of Directors in the 2018 financial year (see table showing the compensation of the Board of Directors in 2018, footnote 5, p. 79).

#### 5.2. Table

|  |  |              |               |                               |                                 | 2019         |
|--|--|--------------|---------------|-------------------------------|---------------------------------|--------------|
|  | Functions exercised in 2019  | Fee in cash  | Fee in shares | Pension expenses <sup>1</sup> | Other compensation <sup>2</sup> | Total        |
|  |  | in 1 000 CHF | in 1 000 CHF  | in 1 000 CHF                  | in 1 000 CHF                    | in 1 000 CHF |
| Alexander von Witzleben <sup>3</sup>                           | Chairman<br>Interim CEO<br>Member of the AC <sup>5</sup><br>Member of the NCC <sup>6</sup> | 120          | 150           | 15                            | 15                              | 300          |
| Peter Barandun   | Vice-Chairman<br>Chairman of the NCC   | 20           | 100           | 6                             | 6                               | 132          |
| Peter E. Bodmer <sup>4</sup>                                   | Member<br>Member of the AC   | 14           | 70            | 0                             | 6                               | 90           |
| Markus Oppliger  | Member<br>Chairman of the AC   | 40           | 50            | 5                             | 6                               | 101          |
| Heinz Haller   | Member<br>Member of the NCC  | 14           | 70            | 5                             | 6                               | 95           |
| Michael Pieper   | Member   | 12           | 60            | 2                             | 6                               | 80           |
| Thomas Lozser  | Member   | 60           | 0             | 4                             | 12                              | 76           |
| Carsten Voigtländer  | Member as of<br>12 April 2019  | 20           | 25            | 2                             | 8                               | 55           |
| <b>Total compensation to members of the Board of Directors</b> |  | <b>300</b>   | <b>525</b>    | <b>39</b>                     | <b>65</b>                       | <b>929</b>   |

<sup>1</sup> Employer contributions to social insurance policies

<sup>2</sup> Lump-sum allowances

<sup>3</sup> The compensation for Alexander von Witzleben in 2019 as Chairman of the Board of Directors is included in this table. The compensation as interim CEO of a total of CHF 1 122 278 is included in the compensation of Group Management in chapter 6.2.

<sup>4</sup> The compensation for Peter E. Bodmer for the period of office 2019/2020 is paid to Beka-Küsnacht AG, which is responsible for the deduction and payment of social contributions.

<sup>5</sup> AC = audit committee

<sup>6</sup> NCC = Nomination and Compensation Committee

|  |  |              |               |                                  |   | 2018         |
|--|--|--------------|---------------|----------------------------------|---|--------------|
|  | Functions exercised<br>in 2018   | Fee in cash  | Fee in shares | Pension<br>expenses <sup>1</sup> | Other<br>compensa-<br>tion <sup>2</sup> | Total        |
|  |  | in 1 000 CHF | in 1 000 CHF  | in 1 000 CHF                     | in 1 000 CHF                            | in 1 000 CHF |
| Alexander von Witzleben <sup>3</sup>                               | Chairman<br>Interim CEO<br>Member of the<br>AC <sup>6</sup><br>Member of the<br>NCC <sup>7</sup> | 120          | 148           | 15                               | 15                                      | 298          |
| Peter Barandun   | Vice-Chairman<br>Chairman of the<br>NCC  | 29           | 86            | 6                                | 6                                       | 127          |
| Peter E. Bodmer <sup>4,5</sup>                                     | Member<br>Member of the<br>AC  | 20           | 61            | 0                                | 121                                     | 202          |
| Markus Oppliger  | Member<br>Chairman of the<br>AC  | 39           | 49            | 5                                | 6                                       | 99           |
| Heinz Haller   | Member<br>Member of the<br>NCC   | 20           | 60            | 4                                | 6                                       | 90           |
| Michael Pieper   | Member   | 18           | 52            | 2                                | 6                                       | 78           |
| Thomas Lozser  | Member   | 59           | 0             | 4                                | 12                                      | 75           |
| Rudolf Huber   | Member until 20<br>April 2018  | 10           | 12            | 1                                | 2                                       | 25           |
| <b>Total compensation to members<br/>of the Board of Directors</b> |  | <b>315</b>   | <b>468</b>    | <b>37</b>                        | <b>174</b>                              | <b>994</b>   |

1 Employer contributions to social insurance policies

2 Lump-sum allowances

3 The compensation for Alexander von Witzleben in 2018 as Chairman of the Board of Directors is included in this table. The compensation as interim CEO of a total of CHF 1 369 275 is included in the compensation of Group Management in chapter 6.2.

4 The compensation for Peter E. Bodmer for the period of office 2018/2019 is paid to Beka-Küsnacht AG, which is responsible for the deduction and payment of social contributions.

5 CHF 115 000 is included under "Other compensation" for the services of Peter E. Bodmer, who acted as a broker in relation to the sale of land in Switzerland.

6 AC = audit committee

7 NCC = Nomination and Compensation Committee

**6. Group Management****6.1. Changes in Group Management**

Alexander von Witzleben has been delegate of the Board of Directors and interim CEO of Group Management since 1 July 2015.

The total compensation of the members of Group Management has increased compared to the previous year. This is due to the fact that the total compensation includes the compensation of the former CFO until 30 June 2019 and the compensation of the current CFO from 1 April 2019. In addition, the variable compensation of the members of Group Management increased due to the higher level of target achievement compared to the previous year.

**6.2. Table**

|   | 2019                              |                              |  | 2018                             |  |
|---|-----------------------------------|------------------------------|--|----------------------------------|--|
|   | Group-<br>Management <sup>3</sup> | thereof to<br>Harald Pichler | thereof to<br>Alexander von<br>Witzleben,<br>interim CEO | Group<br>Management <sup>3</sup> | thereof to<br>Alexander von<br>Witzleben,<br>interim CEO |
|   | in 1 000 CHF                      | in 1 000 CHF                 | in 1 000 CHF   | in 1 000 CHF                     | in 1 000 CHF   |
| Annual salary (cash)                    | 2 293                             | 450                          | 280  | 2 187                            | 280  |
| Annual salary (shares)                  | 699                               |                              | 699  | 1 000                            | 1 000  |
| Variable compensation (bonus in cash)   | 713                               | 253                          |  | 410                              |  |
| Variable compensation (bonus in shares) | 742                               | 253                          |  | 512                              |  |
| Pension expenses <sup>1</sup>           | 891                               | 186                          | 136  | 757                              | 83   |
| Other compensation <sup>2</sup>         | 130                               | 28                           | 7  | 118                              | 7  |
| <b>Total</b>                            | <b>5 468</b>                      | <b>1 170</b>                 | <b>1 122</b>   | <b>4 984</b>                     | <b>1 370</b>   |
| Number of members                       | 7 <sup>4</sup>                    |                              |  | 6                                |  |

1 Employer contributions to social insurances, occupational pension schemes, accident and health insurance

2 Comprises lump-sum allowances, private use of the company car/car allowance and other services and in-kind benefits

3 The compensation of Knut Bartschi is paid in euros. The exchange rate used is 1.11 for 2019 and 1.15 for 2018.

4 Includes former CFO until 30 June 2019 and new CFO as of 1 April 2019





## Report of the Statutory Auditor

To the General Meeting of Arbonia AG, Arbon

We have audited the compensation report (pages 73 to 80) of Arbonia AG for the year ended 31 December 2019. The audit was limited to the information according to articles 14 – 16 of the Ordinance against Excessive compensation in Stock Exchange Listed Companies (Ordinance) contained in sections 3.6, 4.6, 5.2 and 6.2 of the compensation report.

### Responsibility of the Board of Directors

The Board of Directors is responsible for the preparation and overall fair presentation of the compensation report in accordance with Swiss law and the Ordinance against Excessive compensation in Stock Exchange Listed Companies (Ordinance). The Board of Directors is also responsible for designing the remuneration system and defining individual remuneration packages.

### Auditor's Responsibility

Our responsibility is to express an opinion on the accompanying compensation report. We conducted our audit in accordance with Swiss Auditing Standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the compensation report complies with Swiss law and articles 14 – 16 of the Ordinance.

An audit involves performing procedures to obtain audit evidence on the disclosures made in the compensation report with regard to compensation, loans and credits in accordance with articles 14 – 16 of the Ordinance. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatements in the compensation report, whether due to fraud or error. This audit also includes evaluating the reasonableness of the methods applied to value components of remuneration, as well as assessing the overall presentation of the compensation report.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Opinion

In our opinion, the compensation report for the year ended 31 December 2019 of Arbonia AG complies with Swiss law and articles 14 – 16 of the Ordinance.

KPMG AG

Kurt Stocker  
Licensed Audit Expert  
Auditor in Charge

Oliver Eggenberger  
Licensed Audit Expert

St. Gallen, 19 February 2020