Information about joining the (virtual) Annual General Meeting on May 23, 2023, by video link

Please note the following information about joining Fraport's AGM by video link, particularly with regard to ensuring that it functions correctly:

I. Requests to speak and motions:

1. Internet access

You should have stable upload/download bandwidth of at least 5 Mbps, although we recommend 10 Mbps. Please also make sure that you have a stable Wi-Fi connection, or use a LAN cable to connect your device to the internet. If possible, close all other applications that use up a lot of bandwidth and processing power.

2. VPN connections

Please note that if you join via an active VPN (virtual private network) connection, the quality of your live stream may be lower.

3. Device

Please use hardware positioned in landscape format and set up a built-in or wired camera at eye level. Position your device in such a way as to avoid any shaking. Using a headset with a microphone can minimize background noise and improve audio quality in certain situations. You may use any standard browser updated to the latest software version, for example, Google Chrome, Microsoft Edge, Mozilla Firefox or Safari.

4. Access

Please note that you will need to be logged in to the AGM portal with the access details that you used to submit your request to speak. The chair of the meeting will call upon those people who have requested to speak during the annual general meeting (possibly in groups, depending on how many people are involved). Once the chair has called your name, the AGM portal will give you a pop-up window allowing you to enter the virtual waiting room. This will check that you meet the technical requirements to prepare for joining the live video link. Confirm the prompt to enter the virtual waiting room. An operator will help you to check that your video link is working properly (video and audio).

5. Functional test

Once you have entered the virtual waiting room, our operator will help you to test your video and audio quality. Please remain in the virtual waiting room until the operator speaks to you. The annual general meeting will be interrupted briefly for technical reasons during the functional test.

6. Joining

Once your functional test has been completed successfully and the meeting chair has called on you by name to speak, you will join the AGM live. Please make sure that your camera and

microphone are switched on. When the meeting chair invites you to speak, you will be able to have your say live.

II. Recommendations for your contribution to the live stream

1. Clothing

Please do not wear any shirt, jacket etc. featuring small-scale patterns (checks or stripes), as such patterns could cause the camera image to flicker.

2. Surroundings

Make sure that you are in quiet surroundings with as little noise as possible. If possible, place your device on a solid surface and try not to make abrupt movements with your hands that could cause it to shake. You should sit in front of a neutral background.

3. Lighting

Please make sure that you are well lit while you speak; for example, you could use a lamp to make sure that your face is suitably illuminated. Avoid any bright sources of light in the background or from the side, such as windows.

4. Camera position

If possible, position your camera so that you are in the center of the picture and able to look straight into the lens. Orient your camera in landscape format (aspect ratio of 16:9).

5. Miscellaneous

Please set your cell phone to silent and do not place it directly on your device, as it could cause interference. If possible, close e-mail applications and messaging services outside the AGM portal to ensure that you will not receive notifications that could distract you and be audible in the live stream.