Personal Account Dealing Guidance Sharesave

October 2025

Selecting your option

As a firm that conducts investment business, Aberdeen utilises My Compliance Office (MCO), a centralised compliance management platform designed to support the firm's regulatory obligations and conduct oversight.

Depending on the option you select, we've specified what actions should be taken in MCO, please submit the relevant preclearance as specified below:

Equiniti Option	Action required on MCO
Exercise and sell all shares	Submit a "Sell" request on MCO. Please note that a 'Buy' request is not required if you choose this option
Exercise and transfer shares to Equiniti nominee vehicle	Submit a "Buy" request on MCO.
Exercise and receive a share certificate	Submit a "Buy" request on MCO
Exercise and transfer shares to ii ISA (only available until 22 October)	Submit a "Buy" request on MCO

Please note that your Equiniti account must be included in MCO to proceed with submitting your choice. Further guidance is provided in the following slides.

For further information, please refer to the [PA (Personal Account) Dealing Handbook] or [MCO Support.]

High level overview of Process

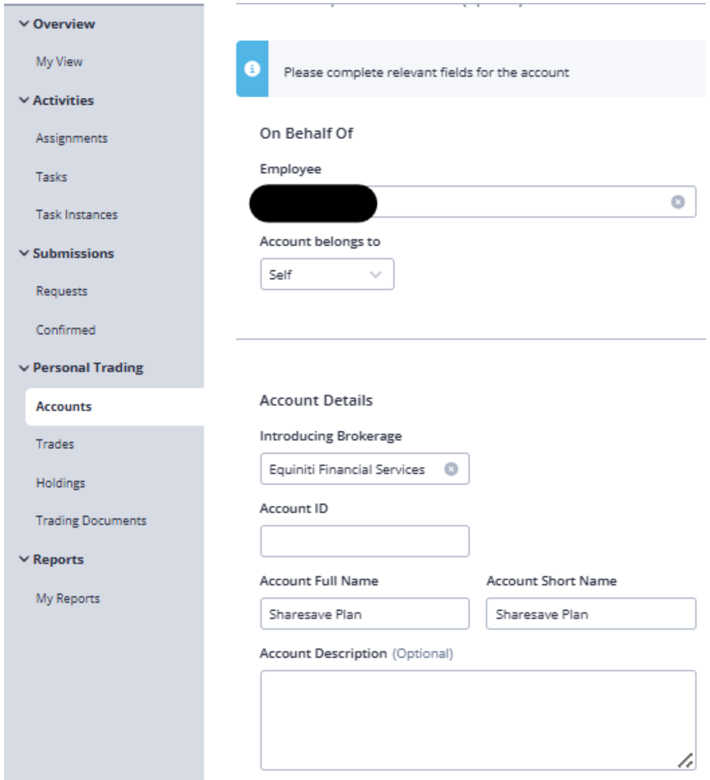
1. Add an Equiniti account in line with steps on page 4.
2. Before you instruct the exercise, seek pre-clearance in line with steps on page 5 as either a sell or a buy, depending on your chosen option.
3. If you chose to exercise and retain your shares (e.g. transferred to the Aberdeen Share Account, transferred to an ISA) then you do not need to update your MCO Holdings to indicate where the shares are held.
4. Regardless of your option, when the request has been approved MCO will send you a Confirm Trade Execution email to ask you to confirm the details of the trade and upload confirmation of it (a screenshot is fine). Although there is a deadline on this confirmation email, there is no penalty for exceeding it, we know these details will not be available until the exercise takes place in November.
5. If you chose to transfer your shares and wish to sell them once transferred, you will need to seek pre-clearance via MCO just as for any other sale. The usual 60 day Holding period does not apply in this case, we have waived that requirement.

Adding your Equiniti Account to MCO

To add your Equiniti Account to the system, please follow these steps.

1. Login to MCO and go to **Personal Trading > Accounts** and select **Add New Account.**
2. In the **Employee** field select your own name if it not already populated and keep the **Account belongs to** field as **Self.**
3. For the **Introducing Brokerage** select **Equiniti Financial Services**, in the **Account ID** enter your Equiniti Shareholder Reference Number.
4. The **Account Full Name** and **Account Short Name** are up to you to choose, but we'd suggest just entering **"Sharesave Plan"**.
5. For all other details in the **Additional Information** section, keep them as the pre-selected options and then click **Submit** in the bottom right of the screen and your Sharesave Account will be added to the system.

For video guidance please refer to "How to add a Broker Account" via this [link.](link)

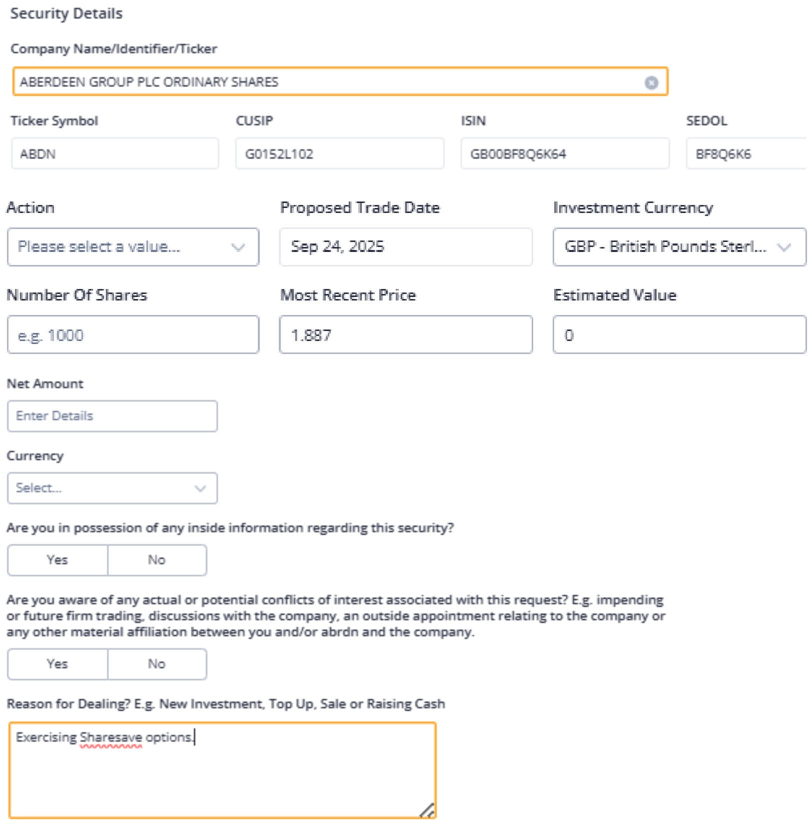


Submitting a Trade Pre-Clearance request (1/2)

To submit a trade pre-clearance request, please follow these steps.

1. On the main Overview page in MCO, select **Personal Trade Pre-Clearance**.
2. For the **Company Name/Identifier/Ticker** enter Aberdeen Group PLC and select that option from the drop-down list. The **Account Name** to select will be your Equiniti account.
3. In the **Trade Details** section for **Action** choose whatever option is applicable (see separate guidance), the **Proposed Trade Date** and **Investment Currency** will be auto-populated, then enter the Number of Shares, the **Estimated Value** will then auto-populate based on the **Most Recent Price.**
4. The **Net Amount** should be entered (same as **Estimated Value**) and answer the rest of the required questions. In the **Reason for dealing?** box, we'd suggest putting Exercising Sharesave options.
5. If you have been identified as an **insider** on any specific project, or are in **possession of confidential or inside information**, please select 'Yes' in response to the relevant question. If you have been added to the **confidential project list** in relation to the Q3 Trading update than you should not submit an instruction until 23 October.

For video guidance please refer to "How to submit a Trade Pre-Clearance" via this **link.**


Security Details

Company Name/Identifier/Ticker

ABERDEEN GROUP PLC ORDINARY SHARES

Ticker Symbol	CUSIP	ISIN	SEDOL
ABDN	G0152L102	GB00BF8Q6K64	BF8Q6K6

Action	Proposed Trade Date	Investment Currency
Please select a value...	Sep 24, 2025	GBP - British Pounds Sterl...

Number Of Shares	Most Recent Price	Estimated Value
e.g. 1000	1.887	0

Net Amount

Enter Details

Currency

Select...

Are you in possession of any inside information regarding this security?

Yes No

Are you aware of any actual or potential conflicts of interest associated with this request? E.g. impending or future firm trading, discussions with the company, an outside appointment relating to the company or any other material affiliation between you and/or abrdn and the company.

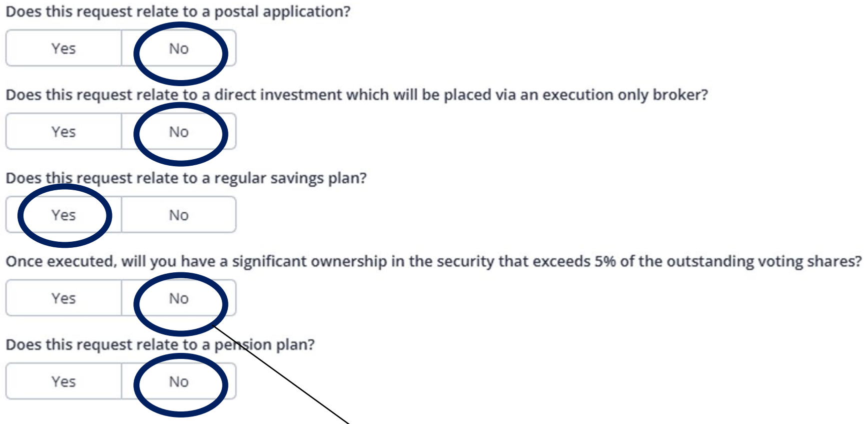
Yes No

Reason for Dealing? E.g. New Investment, Top Up, Sale or Raising Cash

Exercising Sharesave options.

Submitting a Trade Pre-Clearance request (2/2)

6. Please select the **circled option** in the following fields, as guided on the right-hand side of the slide.
7. Once all the fields have been filled out click **Submit for Approval**, once the request has been processed you will receive an email from MCO to let you know that it has been reviewed and you can then make your selection on the Equiniti portal.
8. If you receive approval, you will have until **close of business on the following trading day** to submit your instruction on the Equiniti system in relation to your Sharesave plan.



Select 'Yes' only if your ownership exceeds 5% of the outstanding voting shares. If you have any questions, please contact MCO Queries EMEA.

Please note that MCO will issue automated daily reminders requesting confirmation that your trade has been executed. Once you have received confirmation, please update the system accordingly. No further action is required in response to these reminders.

For video guidance please refer to "How to submit a Trade Pre-Clearance" via this **link.**

FAQs

Do I need to hold the shares for 60 days if I transfer these to a personal Account?

- No, we have waived this requirement, it does not apply. However, you will need to submit a Trade Pre-clearance request to sell them (after they have been transferred, not before) regardless of when you wish to sell them.

If I am on parental leave, how do I obtain MCO approval?

- Please contact MCOqueriesEMEA@aberdeenplc.com and we will request approval on your behalf. Please be explicit on which actions you are taking.

I've received a Confirm Trade Execution email but the details of the trade won't be available before the stated deadline, what do I do?

- It is fine to exceed the deadline, there is no penalty for doing so, we understand the details will not be available until November.

If I transfer shares to a personal Account, do I need to log these as a Trade in MCO?

- No, when you complete the Confirm Trade Execution task mentioned above, this will log the trade in MCO.

If you have any further queries in relation to using MCO, please contact mcoqueriesemea@aberdeenplc.com

For further information, please refer to the:

- **Personal Account SharePoint** – Provides guidance and access to the PAD Handbook and Policy, outlining our obligations regarding PAD.

- **MCO Support** – Offers MCO User Guides to help you navigate the system effectively.