



## IMPORTANT NOTICE

### Arrangements for the Annual General Meeting to be held at 11.00 a.m. on Friday 17 July 2020

Due to the continuation of the Irish Government's Covid-19 restrictions in relation to public gatherings and to prioritise the health and safety of our shareholders, employees and other stakeholders, the Board of DCC plc has decided that the 2020 Annual General Meeting ('AGM') will take place under very constrained circumstances, as follows:

- the AGM will proceed with the minimum necessary quorum in accordance with the Company's Articles of Association.
- the meeting will be conducted as quickly and efficiently as possible and in a functional format.
- all resolutions at the AGM will be decided on a poll and the results will be published on the Company's website, [www.dcc.ie](http://www.dcc.ie), as soon as possible after the conclusion of the AGM.

Shareholders are requested not to physically attend the AGM and instead to submit a proxy form to ensure they can vote and be represented at the AGM without attending in person. Proxy voting can be done in advance of the AGM by availing of one of the following options:

- by electronic means by accessing [www.eproxyappointment.com](http://www.eproxyappointment.com); or
- by returning the enclosed proxy form by post; or
- via the CREST System if they hold their shares in CREST.

For further instructions on voting by proxy, please see your enclosed proxy form and Notes 5 to 8 in the Notice of AGM. Proxies must be received by no later than 11.00 a.m. on Wednesday 15 July 2020.

Shareholders may submit questions in advance of the AGM in writing, either by email to [companysecretary@dcc.ie](mailto:companysecretary@dcc.ie) or by post to the Company Secretary at the address shown below, to be received by 11.00 a.m. on Wednesday 15 July 2020. All correspondence should include sufficient information to identify the shareholder on the Register of Members.

If you wish to listen live to the AGM proceedings, you can do so by availing of the telephone facility and dialling-in to the following number at the time of the meeting:

- Ireland: +353 1 506 0650
- UK: +44 20 7192 8338
- US: +1 646 7413 167
- International: +44 20 7192 8338
  
- Passcode: 428 6495

You will still need to submit your proxy form by the relevant deadline before the AGM, as it will not be possible to vote using the telephone facility.

Shareholders are encouraged to check the Company's website for any further updates regarding the AGM at [www.dcc.ie/investors/annual-general-meeting](http://www.dcc.ie/investors/annual-general-meeting).

If you have any queries, please email them to [companysecretary@dcc.ie](mailto:companysecretary@dcc.ie) or contact our Registrar, Computershare Investor Services (Ireland) Limited, on + 353 1 247 5698.

**Gerard Whyte**  
**Company Secretary**

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17 June 2020