

Managed by HARBOURVEST

25 May 2023

To the shareholders of HarbourVest Global Private Equity Limited (the "Company")

Dear Shareholder,

# Annual General Meeting 2023 (the "AGM")

The AGM of the Company will be held at 1pm BST on Wednesday 19 July 2023 at the St. Pierre Park Hotel, Rohais, St Peter Port, Guernsey GY1 1FD.

Shareholders will be offered the opportunity to attend the AGM via conference call by registering on the following link: <u>https://www.netroadshow.com/events/login?show=f9c3d659&confId=51456</u>

You are strongly encouraged to exercise your voting rights. In most cases, the most convenient way to do so is by completing and submitting the form of proxy.

I covered a number of matters relevant to the AGM in my Chair's Statement on page 4 of the Annual Financial Report for the year ended 31 January 2023 and this letter should be read in conjunction with that Statement.

The formal notice of the AGM and explanatory notes, on pages 4 to 7 below, set out the details of each of the resolutions to be proposed at the AGM.

The Board considers that the resolutions to be proposed at the AGM are in the best interests of the Company's shareholders as a whole. The Board therefore unanimously recommends to shareholders that they vote in favour of each of the resolutions, as the Directors intend to do in respect of their own beneficial holdings.

Yours faithfully

Ed Warner *Chair* 

#### THIS DOCUMENT IS IMPORTANT AND REQUIRES YOUR IMMEDIATE ATTENTION.

If you are in any doubt as to what action you should take, you should consult your stockbroker, solicitor, accountant or other professional adviser authorised under the Financial Services and Markets Act 2000 if you are resident in the UK or, if not, from another appropriately independent professional adviser in your own jurisdiction.

If you have sold, transferred or otherwise disposed of all your shares in the Company, please pass this circular to the stockbroker, bank or other agent through whom you made the sale, transfer or disposal for transmission to the purchaser or transferee, except that such documents should not be sent to any jurisdiction under any circumstances where to do so might constitute a violation of local securities laws and regulations. If you have sold or transferred or otherwise disposed of only part of your holding of shares in the Company, you should retain this circular and consult the stockbroker, bank or other agent through whom you made the sale, transfer or disposal.

Registered in Guernsey under registration number: 47907 Regulated by the Guernsey Financial Services Commission

# HarbourVest Global Private Equity Limited Notice of Annual General Meeting (the "AGM")

NOTICE IS HEREBY GIVEN THAT the AGM of HarbourVest Global Private Equity Limited (the "Company") will be held at the St. Pierre Park Hotel, Rohais, St Peter Port, Guernsey GY1 1FD on Wednesday 19 July 2023 at 1pm BST for the following purposes:

## Ordinary Business

To consider and, if thought fit, pass the following as Ordinary Resolutions:

- (1) To receive the Annual Financial Report of the Company and the reports of the Directors and Auditor for the year ended 31 January 2023;
- (2) To approve the Directors' remuneration report for the year ended 31 January 2023;
- (3) To re-elect Ms Anulika Ajufo as a Director of the Company;
- (4) To re-elect Ms Francesca Barnes as a Director of the Company;
- (5) To re-elect Ms Elizabeth (Libby) Burne as a Director of the Company;
- (6) To re-elect Ms Carolina Espinal as a Director of the Company;
- (7) To re-elect Mr Edmond Warner as a Director of the Company;
- (8) To re-elect Mr Steven Wilderspin as a Director of the Company;
- (9) To reappoint Ernst & Young LLP as the independent Auditor of the Company;
- (10) To authorise the Directors to agree the Auditor's remuneration.

## **Special Business**

To consider, and if thought fit, pass the following resolution:

## Ordinary Resolution

- (11) That the Company be authorised, in accordance with section 315(1)(a) of the Companies (Guernsey) Law 2008 (as amended), to make market purchases (within the meaning of section 316 of the Law) of ordinary shares of no par value each ('Shares') in the capital of the Company, and to cancel such Shares or hold such Shares as treasury shares, provided that:
  - the maximum number of Shares hereby authorised to be purchased shall be up to an aggregate of 11,857,782 Shares or such number as shall represent 14.99% of the Shares in issue on the date on which this resolution is passed, whichever is less (in either case excluding Shares held in treasury);
  - (ii) the maximum price which may be paid for a Share shall be the higher of: (a) an amount equal to 105% of the average of the middle market quotations for a Share (as derived from the Daily Official List of the London Stock Exchange Plc) for the five business days immediately preceding any such purchase; and (b) the price of the last independent trade for a Share on the trading venues where the market purchases by the Company pursuant to the authority conferred by this resolution will be carried out;
  - (iii) the minimum price which may be paid for a Share shall be one penny;
  - (iv) the authority conferred by this resolution, unless previously renewed, varied or revoked by the Company in general meeting, shall expire on 31 December 2024 or the date of the next annual general meeting of the Company, whichever is earlier; and
  - (v) notwithstanding paragraph (iv), the Company may make a contract to purchase Shares under the authority hereby conferred prior to the expiry of such authority, which will or may

be executed wholly or partly after the expiration of such authority, and may make a purchase of Shares in pursuance of any such contract after such expiry.

## Appointing a proxy

If you would like to vote on the resolutions to be proposed at the AGM, but cannot attend the AGM, you should appoint a proxy to exercise all or any of your rights to attend, speak and vote at the AGM.

As in prior years, and in order to reduce the Company's environmental impact, you will not automatically receive a hard copy form of proxy for the 2023 AGM in the post. Instead, you will be able to appoint a proxy electronically using the link https://www.signalshares.com, or by downloading the Linkvote+ app or if you are an institutional investor; via proxymity at https://www.proxymity.io.

Details of how to appoint a proxy in this way are set out on page 4 of this document. Alternatively, you may request a hard copy form of proxy directly from our Registrar, Link Group. Details of how to request and complete a hard copy form of proxy are set out on page 4 of this document. Voting by proxy prior to the AGM does not affect your right to attend the AGM and vote in person should you so wish. All proxy instructions must be received by the Registrars by no later than 1pm BST on 17 July 2023.

BY ORDER OF THE BOARD 25 May 2023

### **Registered Office:**

BNP Paribas House St Julian's Avenue St Peter Port Guernsey GY1 1WA

## Notes to the Notice of AGM

Resolutions 1 to 11 are proposed as ordinary resolutions. For each ordinary resolution to be passed, more than half of the votes cast at the AGM must be cast in favour of the resolution.

#### 1. Attending the AGM in person

If you will not be attending the AGM in person, then you are strongly encouraged to exercise your voting rights by joining the conference call or appointing a proxy. If you do wish to attend the AGM in person, please inform the Registrar as soon as possible. Only those shareholders entered in the register of members of the Company as at 6pm BST on 17 July 2023 or, in the event that the AGM is adjourned, in the register of members of the Company at 6pm BST two business days prior to the adjourned AGM will be entitled to attend or vote at the AGM in respect of the number of shares registered in their name at that time. Changes to entries in the register of members after 6pm BST on 17 July 2023 or, in the event that the AGM is adjourned, in the register of members days prior to the adjourned AGM will be disregarded in determining the rights of any person to attend or vote at the AGM

You are strongly encouraged to exercise your voting rights by appointing a proxy where possible, using one of the methods detailed below.

#### 2. Appointment of proxies

A member of the Company entitled to attend, speak and vote at the AGM is entitled to appoint a proxy or proxies to exercise all or any of his or her rights to attend and to speak and vote at the AGM. A proxy need not be a member of the Company but must attend the AGM to represent a member. To be validly appointed, a proxy must be appointed using the procedures set out in these notes and in the notes to any hard copy form of proxy (if applicable). If members wish their proxy to speak on their behalf at the AGM, members will need to appoint their own choice of proxy (not the Chair) and give their instructions directly to them.

A member may appoint more than one proxy in relation to the AGM provided that each proxy is appointed to exercise the rights attached to different shares held by that member. A member may not appoint more than one proxy to exercise rights attached to any one share.

A member may instruct their proxy to abstain from voting on any resolution to be considered at the AGM by marking the "Vote Withheld" option when appointing their proxy. A vote withheld is not a vote in law, which means that the vote will not be counted in the calculation of votes for or against the resolution. If no voting indication is given, your proxy will vote or abstain from voting at his or her discretion.

The appointment of a proxy will not prevent a member from attending the AGM and voting in person if they wish. If you have appointed a proxy and vote at the AGM in person in respect of shares for which you have appointed a proxy, your proxy appointment in respect of those shares will automatically be terminated.

In order for a proxy appointment to be valid, your appointment must be received no later than 1.00 pm BST on 17 July 2023 or, in the event that the AGM is adjourned, by no later than 48 hours (excluding non-business days) before the time of any adjourned AGM or, in the case of a poll taken otherwise than at or on the same day as the AGM or adjourned AGM, for the taking of the poll at which it is to be used.

#### 3. Appointment of a proxy online

Members may appoint a proxy online at https://www.signalshares.com (the "Website") by following the on-screen instructions, in particular at the "Proxy Voting" link, by no later than the deadline set out in note 2 above. In order to appoint a proxy using the Website, members will need to log into their Signal Shares account, or register if they have not previously done so. To register, members will need to identify themselves with their Investor Code which is detailed on their share certificate or available from our Registrar, Link Group, on Tel: 0371 664 0300. Calls are charged at the standard geographic rate and will vary by provider. Calls outside the United Kingdom will be charged at the applicable international rate. Lines are open between 09:00 – 17:30, Monday to Friday excluding public holidays in England and Wales.

Link Group, the company's registrar, has launched a shareholder app: LinkVote+. It's free to download and use and gives shareholders the ability to access their shareholding record at any time and allows users to submit a proxy appointment quickly and easily online rather than through the post. The app is available to download on both the Apple App Store and Google Play, or by scanning the relevant QR code below.

Apple App Store	GooglePlay

If you are an institutional investor you may also be able to appoint a proxy electronically via the Proxymity platform, a process which has been agreed by the Company and approved by the Registrar. For further information regarding Proxymity, please go

to www.proxymity.io. Your proxy must be lodged by 1pm on 17 July 2023 in order to be considered valid or, if the meeting is adjourned, by the time which is 48 hours before the time of the adjourned meeting. Before you can appoint a proxy via this process you will need to have agreed to Proxymity's associated terms and conditions. It is important that you read these carefully as you will be bound by them and they will govern the electronic appointment of your proxy. An electronic proxy appointment via the Proxymity platform may be revoked completely by sending an authenticated message via the platform instructing the removal of your proxy vote.

#### 4. Appointment of a proxy using a form of proxy

You may request a hard copy form of proxy directly from our Registrar, Link Group, on Tel: 0371 664 0300 or by emailing shareholderenquiries@linkgroup.co.uk. Calls are charged at the standard geographic rate and will vary by provider. Calls outside the United Kingdom will be charged at the applicable international rate. Lines are open between 09:00 – 17:30, Monday to Friday excluding public holidays in England and Wales.

To be effective the completed and signed form of proxy must be lodged at the office of Link Group, PXS 1, Central Square, 29 Wellington Street, Leeds, LS1 4DL (together with any power of attorney or other authority under which it is signed or a copy of such power or authority certified by a notary) by no later than the deadline set out in note 2 above. Alternatively, you may send any document or information relating to proxies to the electronic address indicated on the form of proxy.

To appoint more than one proxy using a hard copy form of proxy you may photocopy the form of proxy. Please indicate the proxy holder's name and the number of shares in relation to which they are authorised to act as your proxy (which, in aggregate, should not exceed the number of shares held by you). Please also indicate if the proxy instruction is one of multiple instructions being given. If possible, all forms should be returned together in the same envelope.

#### 5. Appointment of a proxy through CREST

CREST members who wish to appoint and/or give instructions to a proxy or proxies through the CREST electronic proxy appointment service may do so for the AGM and any adjournment(s) thereof by using the procedures described in the CREST Manual and by logging on to the following website: <u>www.euroclear.com</u>. CREST personal members or other CREST sponsored members, and those CREST members who have appointed a voting service provider(s), should refer to their CREST sponsor or voting service provider(s), who will be able to take the appropriate action on their behalf.

In order for a proxy appointment or instruction made using the CREST service to be valid, the appropriate CREST message (the CREST Proxy Instruction) must be properly authenticated in accordance with Euroclear UK & International Limited's ("Euroclear") specifications and must contain the information required for such instructions, as described in the CREST Manual. The message, regardless of whether it constitutes the appointment of a proxy or is an amendment to the instruction given to a previously appointed proxy must, in order to be valid, be transmitted so as to be received by Link Group (ID RA10) by no later than 48 hours (excluding non-working days) before the time of the AGM or any adjournment of that meeting. For this purpose, the time of receipt will be taken to be the time (as determined by the timestamp applied to the message by the CREST Applications Host) from which Link Group is able to retrieve the message by enquiry to CREST in the manner prescribed by CREST. After this time, any change of instructions to proxies appointed through CREST should be communicated to the appointee through other means.

CREST members and, where applicable, their CREST sponsors or voting service providers should note that Euroclear does not make available special procedures in CREST for any particular messages. Normal system timings and limitations will therefore apply in relation to the input of CREST Proxy Instructions. It is the responsibility of the CREST member concerned to take (or, if the CREST member is a CREST personal member or sponsored member or has appointed a voting service provider(s) to procure that his or her CREST sponsor or voting service provider(s) take(s)) such action as is necessary to ensure that a message is transmitted by means of the CREST system by any particular time. In this regard, CREST members and, where applicable, their CREST sponsors or voting service providers are referred, in particular, to those sections of the CREST Manual concerning practical limitations of the CREST system and timings. The Company may treat as invalid a CREST Proxy Instruction in the circumstances set out in Regulation 35(5)(a) or the Uncertificated Securities Regulations 2001.

#### 6. Appointment of a proxy by joint holders

In the case of joint holders, where more than one of the joint holders purports to appoint a proxy (in hard copy, by electronic means or through CREST), only the appointment submitted by the more senior holder will be accepted. Seniority is determined by the order in which the names of the joint holders appear in the Company's register of members in respect of the joint holding (the first-named being the more senior). For proxy appointment submitted by hard copy, the signature of only one of the joint holders is required on the form of proxy.

#### 7. Changing a proxy appointment

To change your proxy instructions, simply submit a new proxy appointment using the methods set out above. Note that the cutoff time for receipt of proxy appointments (see above) also applies in relation to amended instructions: any amended proxy appointment received after the relevant cut-off time will be disregarded.

If you submit more than one valid proxy appointment in respect of the same shares, the appointment received last before the latest time for the receipt of proxies will take precedence.

#### 8. Revocation of a proxy appointment

In order to revoke a proxy instruction, you will need to inform the Company by sending a signed notice clearly stating your intention to revoke your proxy appointment to Link Group, PXS 1, 10<sup>th</sup> Floor, Central Square, 29 Wellington Street, Leeds, LS1 4DL. In the case of a member that is a company, the revocation notice must be executed under its common seal or signed on its behalf by an officer of the company or a duly appointed attorney for the company. Any power of attorney or any other authority under which the revocation notice is signed (or a duly certified copy of such power or authority) must be included with the revocation notice. The revocation notice must be received by Link Group no later than 1pm BST on 17 July 2022. If you attempt to revoke your proxy appointment but the revocation is received after the time specified, then your proxy appointment will remain valid.

#### 9. **Corporate representatives**

Any corporation which is a member may appoint one or more corporate representatives. Members can only appoint more than one corporate representative where each corporate representative is appointed to exercise rights attached to different shares. Members cannot appoint more than one corporate representative to exercise the rights attached to the same share(s).

#### 10. Questions at the meeting

The Directors will answer any questions raised at the AGM which relate to the business of the meeting, although no answer need be given: (a) if to do so would interfere unduly with the preparation of the AGM or involve disclosure of confidential information;

(b) if the answer has already been given on the Company's website; or

(c) if it is undesirable in the best interests of the Company or the good order of the AGM that the question be answered.

#### 11. Website

A copy of the notice of the AGM, including these explanatory notes, is available for viewing on the Company's website: www.hvpe.com

#### 12. Shares in issue and total voting rights

The total number of shares in issue as at 25 May 2023 (being the last practicable date prior to the publication of this Notice) was 79,104,622.

The total number of voting rights in the Company in issue as at 25 May 2023 (being the last practicable date prior to the publication of this Notice) was 79,104,622.

## **Explanation of the Resolutions**

#### **Ordinary Business – Ordinary Resolutions**

#### Resolution 1: Annual Financial Statements and Directors' and Auditor's Reports

The Directors are required to lay before the AGM copies of the Company's most recent Annual Financial Statements and the Directors' Report and Auditor's Report in respect of the financial year. Shareholders will be given an opportunity at the meeting to ask questions on these items before being invited to receive them.

#### **Resolution 2: Remuneration Report**

As a Guernsey domiciled Company, the Directors are not required to present the Company's remuneration policy to shareholders at the AGM. In line with best practice, however, the Directors present the Board's remuneration report as set out on page 98 of the Company's Annual Financial Report to shareholders for approval.

#### **Resolutions 3 to 8: Re-election of Directors**

In accordance with the recommendations of the AIC Code of Corporate Governance (the "AIC Code") (reference 7.2.(23)), all Directors submit themselves for annual re-election at the AGM.

Resolution 3 is for the re-election of Ms Anulika Ajufo, who retires in accordance with the AIC Code as a Director and, being eligible, offers herself for election.

Resolution 4 is for the re-election of Ms Francesca Barnes, who retires in accordance with the AIC Code as a Director and, being eligible, offers herself for re-election.

Resolution 5 is for the re-election of Ms Elizabeth (Libby) Burne, who retires in accordance with the AIC Code as a Director and, being eligible, offers herself for re-election.

Resolution 6 is for the re-election of Ms Carolina Espinal, who retires in accordance with the AIC Code as a Director and, being eligible, offers herself for re-election.

Resolution 7 is for the re-election of Mr Edmond Warner, who retires in accordance with the AIC Code as a Director and, being eligible, offers himself for re-election.

Resolution 8 is for the re-election of Mr Steven Wilderspin, who retires in accordance with the AIC Code as a Director and, being eligible, offers himself for re-election.

Biographical details for the Directors are shown on pages 80 and 81, of the Annual Financial Report for the year ended 31 January 2023.

#### Resolutions 9 and 10: Re-appointment and remuneration of the Auditor

The Company's Audit and Risk Committee recommended the continuation of Ernst & Young LLP's appointment as Auditor, following a review of the effectiveness of the external audit process, as described on page 93 of the Annual Financial Report. In accordance with sections 257 and 259 of The Companies (Guernsey) Law, 2008, as amended, shareholders are required to approve the reappointment of the Company's Auditor, Ernst & Young LLP, each year and are asked to give Directors the authority to determine the Auditor's remuneration. Ernst & Young LLP has expressed its willingness to continue as Auditor of the Company.

#### **Special Business**

#### Ordinary Resolution

#### **Resolution 11: Authority to repurchase shares**

In accordance with market practice, Resolution 11 is to approve the acquisition by the Company of its own Shares on the terms set out therein in accordance with section 315 of The Companies (Guernsey) Law, 2008 (as amended).