



Cboe Indices Committee Meeting Protocol

Purpose

The document sets forth meeting protocols for the internal committees (“Committees”) governing indices, indicators, and benchmarks owned and administered by Cboe Global Indices, LLC and Cboe Europe Indices B.V. (collectively, “Cboe Indices”).

The Cboe Indices Committee Meeting Protocol is reviewed annually by the Global Index Policy Committee, and further approved by the Global Index Administration Oversight Body.

The general governance structure of Cboe Indices is detailed in the Index Policies & Practices Methodology available at www.cboe.com/indices/governance.

Scope

1. Committees will convene at least at the frequency set out in the Committees’ respective charters. Ad hoc meetings will additionally be scheduled as deemed appropriate by the Chairperson.
2. Committee members may attend meetings in person or by electronic/telephonic means. A majority of all Committee voting members must be in attendance to make an actionable recommendation and/or determination. Should such a quorum not be present, the meeting will be adjourned and rescheduled.
3. Unless otherwise restricted by law or any of the governing documents of Cboe Indices, the Committee may act without a meeting if a majority of all voting members consent in writing or by electronic means, which are filed within the minutes.
4. Committee votes will be by simple majority of voting members in attendance, excluding members abstaining due to disclosed conflicts of interest. Additionally, on issues where members have a conflict of interest, it must be disclosed prior to participation in discussion and be recorded in the minutes. A member with a conflict of interest may recuse themselves, or a majority of the Committee may request that a member be excluded from discussion of and any vote pertaining to a conflicted issue. Such exclusion will be recorded in the minutes.
5. In the event of a tie of the voting members, the Chairperson, or acting Chairperson designated by the Chairperson, will cast the deciding vote.
6. Periodically, the Committee may ask guests (i.e., observers) to attend meetings. Additionally, guests may be called upon to present at Committee meetings. Such requests will be made by the Chairperson. Observers may participate in Committee discussions, but only after disclosure of any conflicts of interest.
7. Minutes will be taken at each meeting detailing the attendees, subject matter discussed, votes, decisions, and any other pertinent information. Committee members may request that specific statements and/or information be recorded in the minutes.
8. Information regarding changes to indices or the rules and methodologies are potentially market moving and/or material. As a result, all Committee discussions are confidential.

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