

## **INSTRUCTIONS**

# Transaction Registration in the PDMR Transaction Register

FINANSINSPEKTIONEN

**16 July 2024**

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# Reporting transactions executed by persons discharging management responsibilities



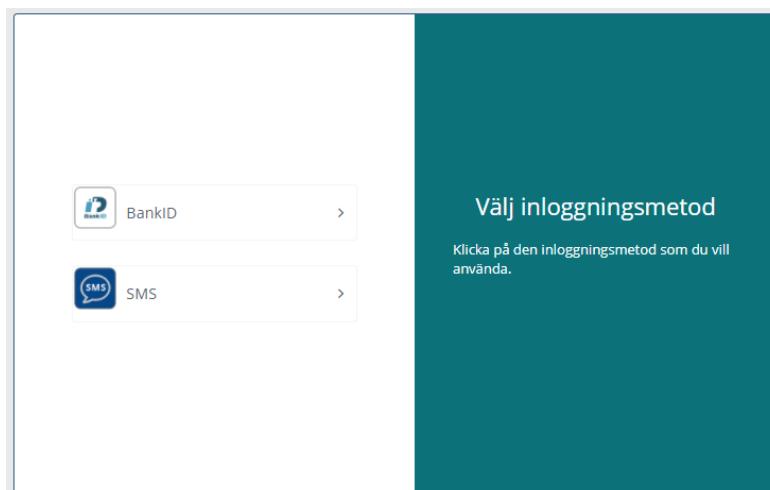
The reporting of transactions to Finansinspektionen's PDMR transaction register requires a number of steps, which are illustrated in the above figure.

## LOGGING IN

In order to access the reporting tool, individuals must be registered as a user in Finansinspektionen's authorisation system.

If you have a Swedish personal ID number, register as a Swedish resident and use Bank-ID or Mobilt Bank-ID. If you are not a Swedish resident, you can log in using SMS.

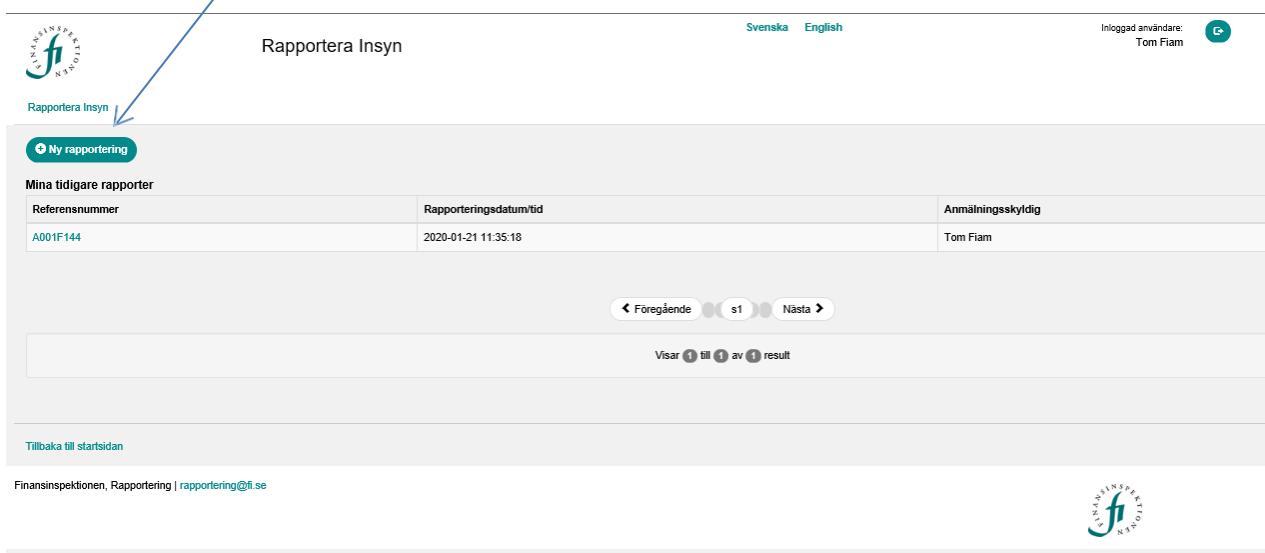
This is done in the Reporting Portal, which is accessed from <https://www.fi.se/sv/e-tjanster-och-blanketter/rapportera-till-fi/>. There are also written instructions and instruction videos to show you how to register and log in. Once this is done, select one of the following log-in alternatives:



## FIRST PAGE FOR REPORTING

After logging in, a Start page will come up with all reports submitted by the rapporteur. To change or remove a previously submitted report, the rapporteur selects the report in question and then either *Change* or *Delete*. The rapporteur can also opt to submit a *New report* from this page.

Select *New Report* to report a new transaction.



Rapportera Insyn

Svenska English Inloggad användare: Tom Fiam

Rapportera Insyn

**Ny rapportering**

| Mina tidigare rapporter    | Rapporteringsdatum/tid | Anmälningsskyldig |
|----------------------------|------------------------|-------------------|
| Referensnummer<br>A001F144 | 2020-01-21 11:35:18    | Tom Fiam          |

Föregående s1 Nästa

Visar 1 till 1 av 1 result

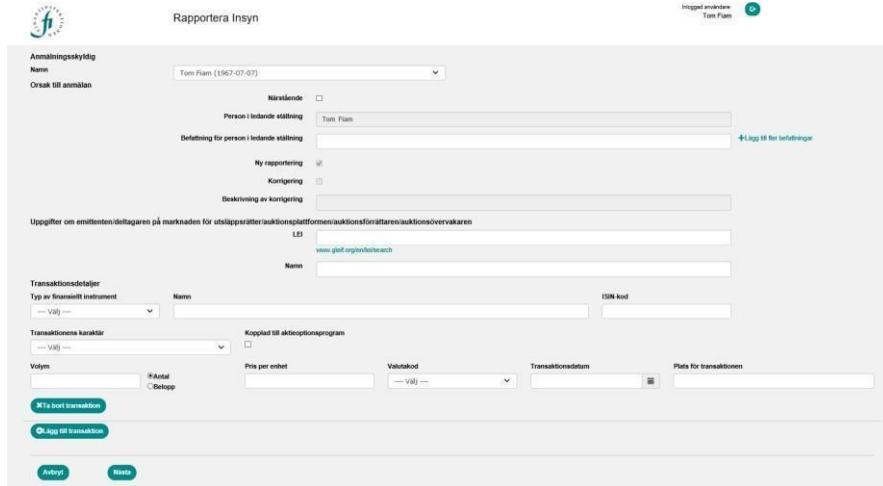
Tillbaka till startsidan

Finansinspektionen, Rapportering | rapportering@fi.se



## NEW REPORT

After selecting *New report*, the rapporteur will see a page for reporting transactions.



Rapportera Insyn

Anmälningsskyldig  
Namn: Tom Fiam (1967-07-07)

Orsak till anmälan

Närstående:

Person i ledande ställning: Tom Fiam

Befattning för person i ledande ställning:

+ Lägg till för befattnings

My rapportering

Korrigering

Beskrivning av korrigering:

Uppgifter om emittenten/deltagaren på marknaden för utsläppspelare/aktionsplattformen/aktionsförättaren/aktionsövervakaren  
LEI:  www.gidt.org/en/reach  
Namn:

Transaktionsdetaljer

Typ av finansiell instrument:  Namn:  ISIN-kod:

Transaktionsens karaktär:  Kopplad till aktionsprogram

Volym:  Pris per enhet:  Valutakod:  Transaktionsdatum:

Antal  Beträpp

**Lägg till transaktion** **Lägg till transaktion**

Avslut **Nästa**

1. Select the name of the person subject to the notification obligation
2. Fill in the other fields
3. Hover the mouse over each field to see help texts
4. To continue, click *Next*

It is possible to **report several transactions** at the same time by clicking *Add a transaction*.

## DEFINITIONS OF TERMS IN THE FORM

### **Name**

Refers to the name of the person subject to the notification obligation, i.e. the person discharging managerial responsibilities or a closely associated person.

### **Closely associated persons**

If the person subject to the notification obligation is naturally or legally closely associated with a person discharging managerial responsibilities, click this box.

### **Person discharging managerial responsibilities**

Name of the person discharging managerial responsibilities In order for closely associated persons to be able to enter the names of persons discharging managerial responsibilities, the *Closely associated* box must be checked (see above).

### **Position of the person discharging managerial responsibilities**

- For persons discharging managerial responsibilities: position at the issuer.
- For closely associated persons: the position the person discharging managerial responsibilities has at the issuer.

### **Description of corrections**

When correcting a notification, you must specify which information has been corrected in your previous notification.

### **Name of issuer/participant in the market for emissions rights/auction platform/auctioneer/auction monitor**

Full name of the company.

### **LEI**

Identification code for legal persons according to ISO17442 (the LEI code).

### **Type of financial instrument**

Name of the financial instrument/Instrument's identification code

### **Name**

State the name of the specific instrument, for example, "Volvo, AB ser.B" and "Elekta AB KV 2 B". Suggestions will appear if the entered instrument matches an instrument in FI's register.

If the instrument is not in our register, please write the correct name and the ISIN code directly into these fields.

### **ISIN code**

State the ISIN code for the instrument to which the transaction refers. Please note! A share and a share-linked instrument (e.g. an option) from the same issuer can have different ISIN codes.

### **Nature of the transaction**

Description of the type of transaction.

### **Link to stock option program**

State if the specific transaction is linked to a stock option program.

**Volume**

Volume for the specific transaction. State as a number.

**Price per unit**

Price for the specific transaction. When stating the name, specify price per unit.

**Currency code**

Currency for the specific transaction.

**Transaction date**

Specify the date when the agreement to transfer the instrument was concluded, which as a rule is the date of the transaction. For a new issue, specify the date when BTA/BTU/shares are recorded in the account. Date format: YYYY-MM-DD.

**Transaction location**

Specify the trading venue, the systematic internaliser, or the organised trading facility outside the EU where the transaction took place. If the transaction occurred outside of a trading venue, state *Outside a trading venue*.

## CONTACT INFORMATION

After the rapporteur completes the transaction reporting and clicks *Next* on the reporting page, a page will come up requesting contact information about the rapporteur.



Rapportera insynsrapportering

Hoppat avhandlare  
Ton Flam

Kontakttillgång

Telefonnummer   
E-post

Avaryt Nåsta

Fintaninspektionen. Rapportering | rapportering@fintan.se

1. Enter the contact information for the rapporteur
2. Click *Next* to continue

## APPROVE FOR PUBLICATION

An overview of the registration is shown for approval, as is an automatic aggregation of reported transactions.

Rapportera Insyn

Inloggad användare: Tom Flam

Godkänner du denna rapportering?  Observera att information markerad med (\*) kan komma att publiceras på FI:s hemsida

Annämnings skyldig

Namn Tom Flam (1967-07-07) \*

Orsak till annämn

|   |            |
|---|------------|
| Närstående                                | Nej *      |
| Person i ledande ställning                | Tom Flam * |
| Befattning för person i ledande ställning | Ja *       |
| Ny rapportering                           | Ja *       |
| Kongerings                                | Nej *      |
| Bestyrkning av kongering                  | *          |

Uppgifter om emittenten/deltagaren på marknaden för utlåppapper/aktionsplattformen/aktionsförlämnare/aktionsövervakaren

|      |                       |
|------|-----------------------|
| Namn | Skanska AB *          |
| LEI  | 549300UNIVSRNHHM007 * |

Transaktionsdetaljer

| Typ av finansiellt instrument * | Namn *            | ISIN-kod *   | Transaktionsens karaktär * | Kopplad till aktionsoptionsprogram * | Volym * | Enhet * | Pris per enhet * | Valutakod * | Transaktionsdatum * | Plats för transaktionen * |
|---------------------------------|-------------------|--------------|----------------------------|--------------------------------------|---------|---------|------------------|-------------|---------------------|---------------------------|
| Aktie                           | Skanska AB ser. B | SE0000113250 | Förvärv                    | Nej                                  | 500     | Antal   | 167,10           | SEK         | 2020-01-20          | NASDAQ STOCKHOLM AB       |

Aggregeringar

| Namn *            | ISIN-kod *   | Transaktionsens karaktär * | Transaktionsdatum * | Plats för transaktionen * | Volym *     | Viktat snitt pris * |
|-------------------|--------------|----------------------------|---------------------|---------------------------|-------------|---------------------|
| Skanska AB ser. B | SE0000113250 | Förvärv                    | 2020-01-20          | NASDAQ STOCKHOLM AB       | 500 (Antal) | 167,10 SEK          |

Kontaktdetaljer

|               |                 |
|---------------|-----------------|
| Telefonnummer | +37096899699    |
| E-post        | tom.flam@fam.lv |

1. Review the information and check that it is correct. Information that will be published on Finansinspektionen's website is marked with \* in the reporting form. If any information is incorrect or needs to be supplemented, it is possible to edit the existing report (by selecting *Edit* in the menu) or cancel the existing report (by selecting *Cancel* in the menu).
2. If the information is correct, the rapporteur can approve the report by clicking *Approve* in the menu.

## CONFIRMATION OF REPORTED TRANSACTIONS

After approving the report, a confirmation and reference number are shown. From this page the user can then choose to download a receipt for the submitted report, submit a new report or return to the Start page.

Rapportera Insyn

Svenska English

Inloggad användare: Tom Flam

Rapporteringen är mottagen och godkänd av Finansinspektionen 2020-01-21 11:36:19

Referensnummer: A001F144

Annämnings skyldig: Tom Flam

Ladda ner kofits på rapporteringen

Observera att referensnumret måste uppges vid kontakt med Finansinspektionen

Ny rapportering

Tilbaka till startsidan

Finansinspektionen, Rapportering | rapportering@fi.se

## RECEIPT OF SUBMITTED REPORT

After submitting a report, a receipt and a reference number for the information reported to FI is provided. The receipt can be downloaded as a PDF and sent to the issuer.



### Kvitto för rapportering A001F144

Information markerad med \* kan komma att publiceras

Referensnummer: A001F144  
Rapporterat av: Tom Flam, 1967-07-07  
Rapporterat tidpunkt: 2020-01-21 11:35:18

|   |                         |
|---|-------------------------|
| Namn                                      | Tom Flam (1967-07-07) * |
| Namn                                      | Skanska AB *            |
| LEI                                       | 549300UINV5RINHGMG07 *  |
| Närstående                                | Nej *                   |
| Person i ledande ställning                | Tom Flam *              |
| Befattning för person i ledande ställning | VD *                    |
| Ny rapportering                           | Ja *                    |
| Korrigering                               | Nej *                   |
| Beskrivning av korrigering                | *                       |

#### Transaktionsdetaljer

|                                  |                                |
|----------------------------------|--------------------------------|
| Typ av finansiellt instrument    | Aktie *                        |
| Namn                             | Skanska AB ser. B *            |
| ISIN-kod                         | SE0000113250 *                 |
| Plats för transaktionen          | NASDAQ STOCKHOLM AB *          |
| Kopplad till aktieoptionsprogram | Nej *                          |
| Transaktionens karaktär          | Förvärv *                      |
| Volym                            | 500,0 *                        |
| Pris per enhet                   | 167,10 *                       |
|                                  | Transaktionsdatum 2020-01-20 * |
|                                  | Enhet                          |
|                                  | Valutakod                      |
|                                  | Antal *                        |
|                                  | SEK *                          |

#### Aggregeringar

|                         |                       |         |                  |                   |
|-------------------------|-----------------------|---------|------------------|-------------------|
| ISIN-kod                | SE0000113250 *        |         |                  |                   |
| Plats för transaktionen | NASDAQ STOCKHOLM AB * |         |                  |                   |
| Transaktionens karaktär |                       |         |                  |                   |
| Förvärv *               | Volym                 | Enhet   | Viktat snittpris | Transaktionsdatum |
|                         | 500,0 *               | Antal * | 167,10 *         | 2020-01-20 *      |

## SEARCH INSIDER TRADING



Sök Insynshandel

Svenska English

Sök

| Utgivare   | Person i ledande ställning | Befattning        | Närstående | Karakter | Instrumentnamn    | ISIN         | Transaktionsdatum | Volym | Volymenhets | Pris   | Valuta | Handelsplats        | Status                   |
|------------|----------------------------|-------------------|------------|----------|-------------------|--------------|-------------------|-------|-------------|--------|--------|---------------------|--------------------------|
| Skanska AB | Tom Flam                   | Managing Director |            | Förvärv  | Skanska AB ser. B | SE0000113250 | 2020-01-20        | 500   | Antal       | 167,10 | SEK    | NASDAQ STOCKHOLM AB | <a href="#">Detaljer</a> |
| Skanska AB | Tom Flam                   | VD                |            | Förvärv  | Skanska AB ser. B | SE0000113250 | 2020-01-20        | 500   | Antal       | 167,10 | SEK    | NASDAQ STOCKHOLM AB | <a href="#">Detaljer</a> |

Reported PDMR transactions are published regularly on FI's website, [www.fi.se](http://www.fi.se), after the rapporteur has approved them for publication. Reported transactions can be searched by issuer, PDMR, transaction date and publication date. Via *Export* in the main menu, it is also possible to export the transactions to an Excel document if so desired.



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