

## **Donnelley Financial Solutions UK Limited and UK Group Tax Strategy**

### **Introduction**

This statement is made pursuant to Schedule 19 of the Finance Act 2016 and sets out Donnelley Financial Solution UK Limited's policy and approach to conducting and managing its UK tax affairs. In publishing this statement Donnelley Financial Solutions UK Limited is fulfilling its obligations under the Finance Act 2016.

This statement will be periodically reviewed by management with responsibility for tax and accounting, and any amendments will be approved by the Board of Directors. This statement is effective for the Company's financial years commencing 1 January 2018 and will remain in effect until any amendments are approved by the Board of Directors. This statement shall in any event be reissued no later than 31 December 2020.

In this statement references to "the Company" or "DFIN" shall be reference to Donnelley Financial Solutions UK Limited, and references to the "Group" or the "UK Group" shall be references to the United Kingdom affiliates of Donnelley Financial Solutions UK Limited which form part of the UK Tax Group which is headed by Donnelley Financial Solutions, Inc., the U.S. parent company.

### **Group Tax Policy**

DFIN is committed to conducting its tax affairs consistent with the following objectives:

1. To comply with all relevant tax laws, rules, regulations, and reporting and disclosure requirements; and
2. To apply due professional diligence and care in the management of risks associated with tax matters, and in doing so ensure that appropriate governance and assurance procedures are implemented.

### **Principles of Ethical Business Conduct**

DFINs' Principles of Ethical Business Conduct policy sets out the principles that all employees and officers of the Company are expected to adhere to in all dealings and business matters, including its tax affairs, a copy of which can be found on the Donnelley Financial Solutions, Inc.'s website: <https://investor.dfinsolutions.com/corporate-governance/governance-documents>

DFIN requires that all staff should act honourably, with honesty and integrity, in compliance with all applicable domestic and foreign laws and regulations, and in accordance with the highest moral/ethical standards of responsibility and accountability in all dealings with our current customers, potential customers, business partners, suppliers, public officials, competitors and each other. Non adherence to this policy may constitute a disciplinary matter and could lead to disciplinary proceedings that can ultimately include dismissal. In order to ensure the policy is reinforced and understood, all employees of the Company are required to partake in at least one training a year on the Company's principles of ethical business conduct.

DFIN aims to be transparent throughout the tax compliance process, with its tax return positions and with its dealings with HMRC.

Relationships with Tax Authorities

DFIN is committed to the principles of openness and transparency in its approach to dealing with tax authorities. All communication with the tax authorities and other relevant bodies will be conducted in a collaborative, courteous and timely manner. The goal is to strive for early agreement on disputed matters and to achieve certainty wherever possible.

Signed for and on behalf of Donnelley Financial Solutions UK Ltd this 23rd December 2019.



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Tuan Jin Aw  
Director



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Jerry Hall  
Director