**Important Reminder if you are Considering Retirement**

**Equity Plan Retirement Provisions**

**Restricted Stock Units and Retirement:** a Restricted Share Unit is not forfeited if it is held by a Participant who retires at least 6 months after the grant date under a Company or Subsidiary plan (or if there is no Company or Subsidiary plan, a government retirement plan) in which the Participant is eligible for an immediate payment of a retirement benefit. In such event, the Restricted Share Unit vests and is paid in accordance with the original vesting schedule of the grant which is typically the third anniversary date of the grant date.

**Stock Options and Retirement:** a Stock Option is not forfeited if it is held by a Participant who retires at least 6 months after the grant date under an applicable Company or Subsidiary plan (or if there is no Company or Subsidiary plan, a government retirement plan) in which the Participant is eligible for an immediate payment of a retirement benefit. In that event, any unvested portion of the Stock Option vests in accordance with the original vesting schedule of the grant, and any Stock Option that is vested will be exercisable until the earlier of five years from the date of retirement or the original expiration date of the Stock Option.

**As a reminder, the 2017 grant date was February 02, 2017, and for US participants that means your retirement date must be September 01, 2017 or later in order to receive retirement treatment of your 2017 equity award. For non-US retirement situations please contact your local HR representative to understand your retirement date requirements.**

**For all awards that are not part of the annual award process (i.e. Quarterly Awards, Special Recognition, Retention, Etc.) you should contact your local HR representative.**