

Ericsson Matching Gifts and Volunteer Grant FAQs

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1. What is the Ericsson Matching Gifts Program?

The purpose of the Matching Gifts Program Directive is to support the generosity and community involvement of the Ericsson employees. Ericsson will match dollar-for-dollar, employee contributions to charitable organizations, which meet requirements set forth within the Directive. The minimum gift amount that will be matched is \$100. The maximum cumulative amount of contributions made by any individual employee that will be matched is \$1,000 per calendar year. Generally, if the employee's contribution adheres to the Matching Gifts Program guidelines the request will be honored. However, Ericsson does reserve the right to approve or deny any request.

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2. What is the Ericsson Volunteer Grant Program?

Employees are encouraged to volunteer outside of normal business hours and by doing so, may earn a grant of \$200 to be donated to the organization by Ericsson. Employees must wait to request a grant until they have volunteered a minimum of (8) hours.

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3. I've volunteered (4) hours at a local food bank this month, can I submit my time for a grant?

No, a minimum of (8) hours must be accumulated before entering a grant request in the tool.

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4. Who is eligible to participate in the Ericsson Matching Gifts and Volunteer Programs?

The Directives apply to all regular employees of Ericsson in the U.S. and in Canada, who work 30 or more hours per week. Employees under the General Conditions of Long Term Assignment in the U.S. and Canada are eligible for the matching gifts and volunteer programs.

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5. What types of organizations are eligible to receive a matching gift or volunteer grant?

Organizations that are located in the United States or Canada. All organizations must be recognized by the Internal Revenue Service as a tax-exempt, nonprofit public charity under section 501(c)(3), or as an instrumentality of a federal, state or local government as provided by Part 170(c)(1) of the Code or by the appropriate authority in Canada. Some secular community service programs such as soup kitchens, food banks, health services, disaster relief, shelters for

the homeless, job banks, etc., even though sponsored by religious organizations, are eligible if operated separately from the ministry. Please see the directive for complete guidelines on eligible organizations.

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6. What types of organizations are not eligible to receive a matching gift or volunteer grant?

- Organizations may not be of a religious, political, fraternal or social activist nature and, further, it may not have any affiliation with any political, fraternal or social activist organization.
- School related groups such as pre-schools, booster clubs, or PTA organizations
- Service clubs, social groups, or labor organizations
- Business or industry associations
- Organizations that discriminate on the basis of age, ancestry, color, disability, marital status, medical condition, national origin, pregnancy, race, religion, sex, sexual orientation or veteran's status
- Government agencies, with the exception of public schools as provided by Part 170(c)(1) of the IRS Code

Please see the Directive for the complete guidelines on eligible and non-eligible organizations.

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7. Is there an employee limit for the Matching Gifts Program?

The maximum cumulative amount of contributions that will be matched is \$1,000 per calendar year.

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8. How often may I request a volunteer grant?

Employees may request a volunteer grant once per calendar year.

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9. How can I confirm if an organization is eligible for a matching gift or a volunteer grant prior to making a donation?

You may search for the organization in the web tool by clicking the "Eligible Not-for-Profit Charities" link. If the organization is not listed, you may then conduct an extensive search by clicking the "Matching Gifts Program" link or the "Volunteer Grant Program" link and enter the organization name.

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10. How do I submit a request for a matching gift or volunteer grant?

You must submit your request electronically by using the Ericsson EasyMatch program website at <https://www.easymatch.com/Ericsson>. Detailed instructions can be found on the Matching Gifts and Volunteer Grant website on the Ericsson intranet.

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11. What is my login and password?

For first time users, you will use your Ericsson employee ID number as your username, enter last name, then enter employee ID number again as temporary password. When you access the tool for the first time, you will be prompted to change your password.

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12. Where can I find my Ericsson Employee Number?

Your Ericsson Employee Number is on your Ericsson badge.

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13. How often are matching gifts requests or volunteer grants processed?

All approved requests will be accumulated and processed on a monthly basis.

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14. How long do I have to submit my matching gifts request?

Matching Gift requests may be submitted any time during the calendar year in which it the gift was granted. A grace period will be provided to submit eligible request no later than March 31st of the following year, i.e. a donation made on December 15, 2011 may be submitted on March 31, 2012, but no later.

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15. If I have made multiple donations to the same organization, do I need to submit each donation individually?

No, as long as the “total” donation to the same organization meets or exceeds the \$100 minimum.

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16. If I make a donation at year end and it is not matched until the following year, in which year will it count towards the calendar year limit?

It will count toward the year in which the donation was made, i.e. a donation is made on December 31, 2011, but it is not processed until January 2012, it will count toward the 2011 calendar year limit.

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17. What is an Ericsson Sponsored Event?

Charitable events designated annually by Corporate Communications. For a complete list of sponsored events, please visit the Ericsson Internal Matching Gifts and Volunteer Grant website.

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18. I'm participating in an Ericsson sponsored event i.e. Bike Ride or Walk, are contributions from non-Ericsson employees, such as family members or friends, eligible to be matched?

No, only donations from regular employees of Ericsson Inc. its subsidiaries and any adopting affiliates (collectively, "Ericsson" or "Company") who work 30 or more hours per week.

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19. If I have a question about my matching gifts request, volunteer grant or the programs in general, who should I contact?

Please contact the program administrator via email at Ericsson@easymatch.com or by phone at 1-855-656-7379.

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20. Is the limit for Ericsson Sponsored Events still \$5,000?

- U.S. - The annual limit for Corporate Sponsored Events is \$5,000. Any donation made to a Corporate Sponsored Event by an employee will not count towards his/her \$1,000 Matching Gifts annual limit.
- Canada - Any donation made to a Corporate Sponsored Event by an employee will count towards his/her \$1,000 Matching Gifts annual limit.

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