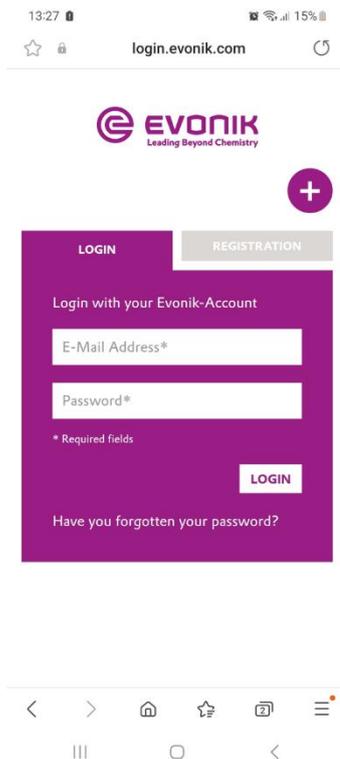


Quick guide to the mobile myHR portal

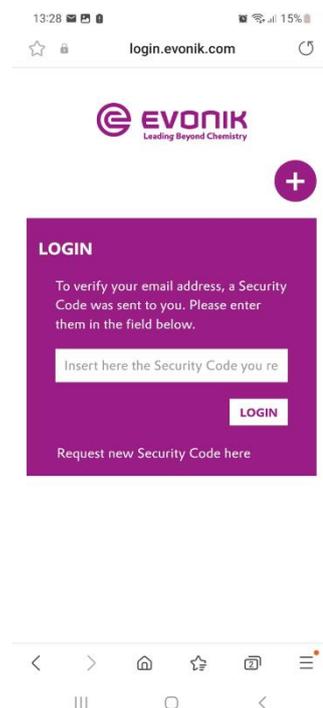
Have you successfully registered for Private Access? If so, you can now use the mobile myHR portal via www.evonik.com/myhr with your private device.

- 1) Log in with the login data you provided during the registration process for Private Access (the e-mail address is usually a private e-mail address):



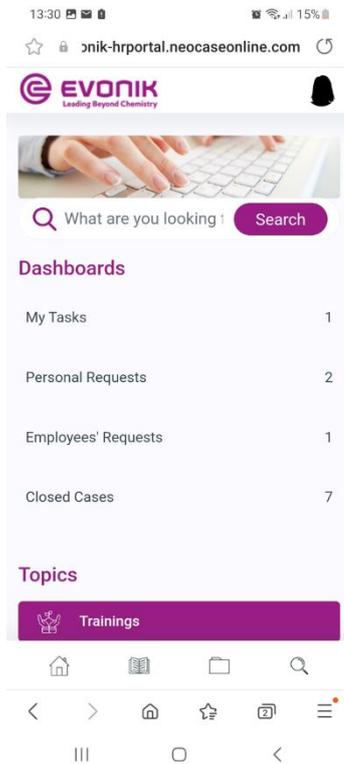
The screenshot shows a mobile browser interface for the Evonik login page. At the top, the status bar displays the time 13:27, signal strength, Wi-Fi, and 15% battery. The address bar shows the URL 'login.evonik.com'. The Evonik logo is at the top left, and a purple plus icon is at the top right. Below the logo, there are two tabs: 'LOGIN' (active) and 'REGISTRATION'. The main content area is purple and contains the text 'Login with your Evonik-Account'. There are two input fields: 'E-Mail Address*' and 'Password*'. Below these fields is a note '* Required fields' and a 'LOGIN' button. At the bottom of the form, there is a link 'Have you forgotten your password?'. The bottom of the screen shows a mobile navigation bar with icons for back, forward, home, search, and a menu icon.

- 2) Enter the security code that was sent to your e-mail address:

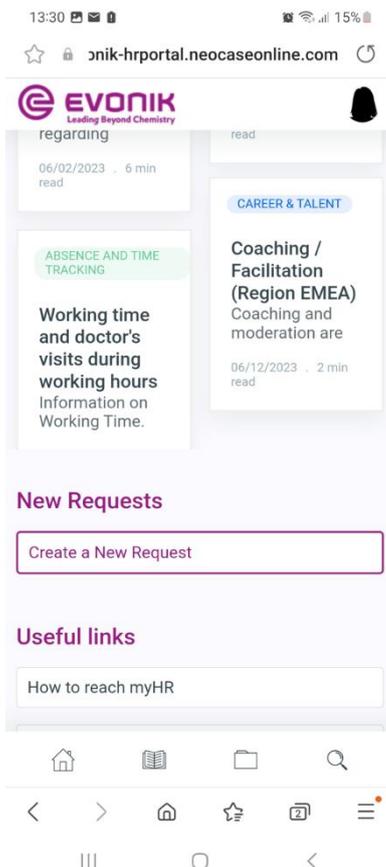


The screenshot shows the same mobile browser interface as the previous step, but now the 'LOGIN' tab is active. The main content area is purple and contains the text 'LOGIN' and 'To verify your email address, a Security Code was sent to you. Please enter them in the field below.' There is a single input field with the placeholder text 'Insert here the Security Code you re'. Below this field is a 'LOGIN' button. At the bottom of the form, there is a link 'Request new Security Code here'. The bottom of the screen shows the same mobile navigation bar as in the previous step.

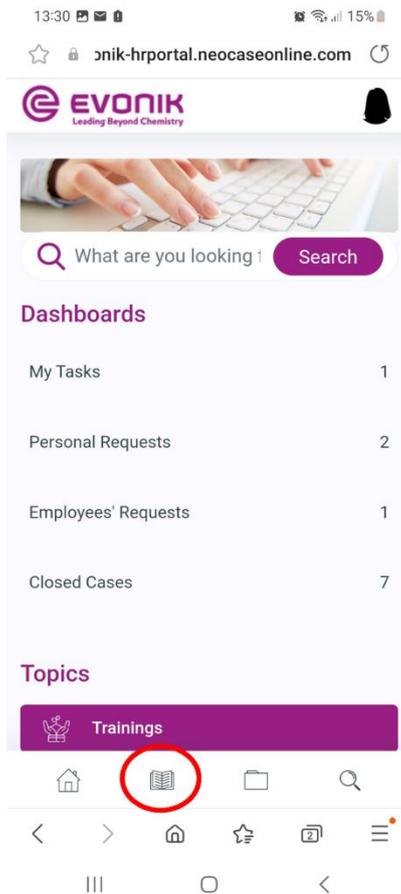
3) You are now logged in to the mobile myHR portal and are redirected directly to the start page:



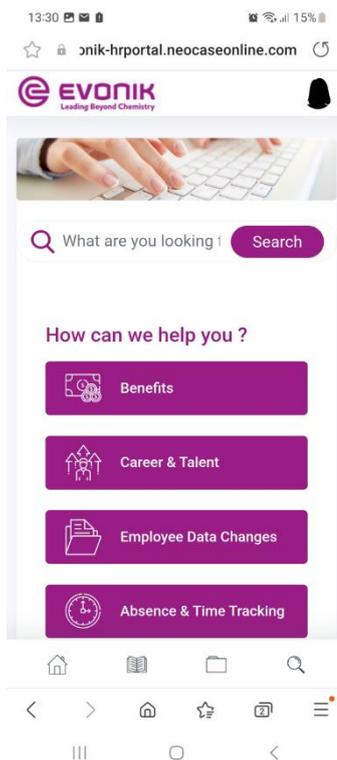
4) Scroll down to view current information or make a request to myHR:



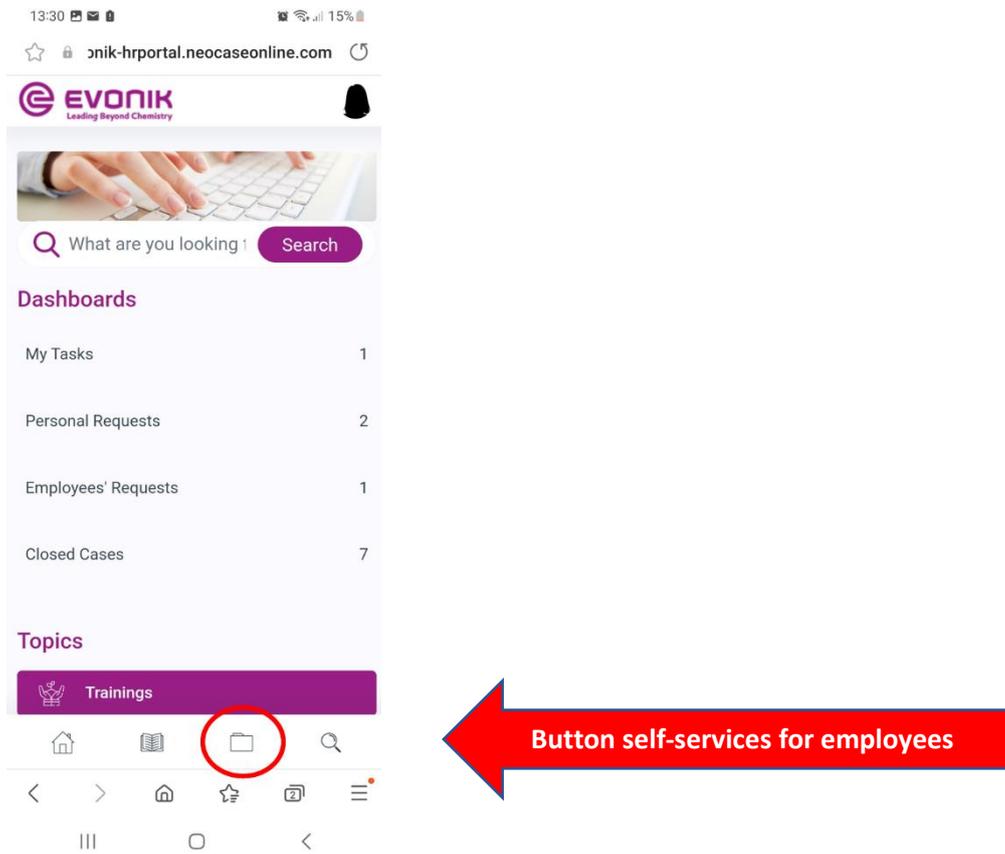
5) Click on the button with the red border to access the Knowledge Base:



In the Knowledge Base you can access information about all HR topics and search for specific information using the search bar:



6) Click on the button with the red border to access the self-services for employees:



Only certain self-services are available for employees in the mobile myHR portal.

To access further self-services for employees and the self-services for managers, please use the myHR portal via a Evonik device.