

## **Eastman Kodak Company Related Party Transactions Policy and Procedures**

### **Policy**

It is the policy of the Board of Directors of Eastman Kodak Company (the "Company") that all Interested Transactions with Related Parties, as those terms are defined in this Policy, shall be subject to approval or ratification in accordance with the procedures set forth below.

### **Procedures**

The Corporate Governance and Nominating Committee (the "Committee") will review the material facts of all Interested Transactions that require the Committee's approval and either approve or disapprove of the entry into the Interested Transaction, subject to the exceptions described below. If advance Committee approval of an Interested Transaction is not feasible, then the Interested Transaction will be considered and, if the Committee determines it to be appropriate, ratified at the Committee's next regularly scheduled meeting. In determining whether to approve or ratify an Interested Transaction, the Committee will take into account, among other factors it deems appropriate, whether the Interested Transaction is on terms no less favorable than terms generally available to an unaffiliated third-party under the same or similar circumstances and the extent of the Related Party's interest in the transaction.

The Committee has reviewed the Interested Transactions described below in "Standing Pre-Approval for Certain Interested Transactions" and determined that each of the Interested Transactions described therein will be deemed to be pre-approved or ratified (as applicable) by the Committee under the terms of this Policy. In addition, the Board of Directors has delegated to the Chair of the Committee the authority to pre-approve or ratify (as applicable) any Interested Transaction with a Related Party in which the aggregate amount involved is expected to be less than \$120,000. In connection with each regularly scheduled meeting of the Committee, a summary of each new Interested Transaction deemed pre-approved pursuant to paragraph (3) or (4) under "Standing Pre-Approval for Certain Interested Transactions" below and each new Interested Transaction pre-approved by the Chair in accordance with this paragraph will be provided to the Committee for its review.

No director or board observer will participate in any discussion or approval of an Interested Transaction for which he or she is a Related Party, except that the director or board observer shall provide all material information concerning the Interested Transaction to the Committee.

If an Interested Transaction will be ongoing, the Committee may establish guidelines for the Company's management to follow in its ongoing dealings with the Related Party. Thereafter, the Committee, on at least an annual basis, will review and assess ongoing relationships with the Related Party to see that they are in compliance with the Committee's guidelines and that the Interested Transaction remains appropriate.

## **Definitions**

An "Interested Transaction" is any transaction, arrangement or relationship or series of similar transactions, arrangements or relationships (including any indebtedness or guarantee of indebtedness) in which (1) the aggregate amount involved will or may be expected to exceed \$100,000, (2) the Company is a participant, and (3) any Related Party has or will have a direct or indirect interest (other than solely as a result of being a director or a less than 10 percent beneficial owner of another entity).

The term "amount involved" in a transaction means the United States dollar value of the amount involved in the transaction, which shall include (1) in the case of any lease or other transaction providing for periodic payments or installments, the aggregate amount of all periodic payments or installments due on or after the beginning of the Company's last fiscal year, including any required or optional payments due during or at the conclusion of the lease or other transaction providing for periodic payments or installments; and (2) in the case of indebtedness, the largest aggregate amount of all indebtedness outstanding at any time since the beginning of the Company's last fiscal year and all amounts of interest payable on it during such fiscal year; provided, however, that the following items of indebtedness may be excluded from the calculation of the amount of indebtedness: amounts due from the related person for purchases of goods and services subject to usual trade terms, for ordinary business travel and expense payments and for other transactions in the ordinary course of business.

A "Related Party" is any (a) person who is or was (since the beginning of the last fiscal year for which the Company has filed a Form 10-K and proxy statement, even if they do not presently serve in that role) an executive officer, director, nominee for election as a director, or board observer, (b) greater than 5 percent beneficial owner of the Company's common stock, or (c) immediate family member of any of the foregoing. Immediate family member includes a person's spouse, parents, stepparents, children, stepchildren, siblings, mothers- and fathers-in-law, sons- and daughters-in-law, and brothers- and sisters-in-law and anyone residing in such person's home (other than a tenant or employee).

## **Standing Pre-Approval for Certain Interested Transactions**

The Committee has reviewed the types of Interested Transactions described below and determined that each of the following Interested Transactions will be deemed

to be pre-approved by the Committee, even if the aggregate amount involved will exceed \$100,000.

- 1. Employment of Executive Officers.** Any employment by the Company of an executive officer of the Company if:
  - a.** the related compensation is required to be reported in the Company's proxy statement pursuant to the Securities and Exchange Commission's ("SEC's") compensation disclosure requirements, namely Item 402 of Regulation S-K, (generally applicable to "named executive officers" as that term is defined in Item 402 of Regulation S-K); or
  - b.** the executive officer is not an immediate family member of another executive officer or director of the Company, the related compensation would be reported in the Company's proxy statement pursuant to the SEC's compensation disclosure requirements, namely Item 402 of Regulation S-K, if the executive officer was a "named executive officer," and the Company's Compensation Committee approved (or recommended that the Board approve) such compensation.
- 2. Director Compensation.** Any compensation paid to a director if the compensation is required to be reported in the Company's proxy statement pursuant to the SEC's compensation disclosure requirements, namely Item 402 of Regulation S-K;
- 3. Certain Transactions with Other Companies.** Any transaction with another company in which a Related Person's only relationship is as an employee (other than an executive officer), director or beneficial owner of less than 10% of that company's shares, if the aggregate amount involved does not exceed the greater of \$1,000,000, or 2 percent of that company's total annual revenues;
- 4. Certain Company Charitable Contributions.** Any charitable contribution, grant or endowment by the Company to a charitable organization, foundation or university at which a Related Person's only relationship is as an employee (other than an executive officer) or a director, if the aggregate amount involved does not exceed the greater of \$1,000,000, or 2 percent of the charitable organization's total annual receipts;
- 5. Transactions Where All Shareholders Receive Proportional Benefits.** Any transaction where the Related Person's interest arises solely from the ownership of the Company's common stock and all holders of the Company's common stock received the same benefit on a pro rata basis (e.g., dividends).

- 6. Transactions Involving Competitive Bids.** Any transaction involving a Related Party where the rates or charges involved are determined by competitive bids.
- 7. Regulated Transactions.** Any transaction with a Related Party involving the rendering of services as a common or contract carrier, or public utility, at rates or charges fixed in conformity with law or governmental authority.
- 8. Certain Banking-Related Services.** Any transaction with a Related Party involving services as a bank depository of funds, transfer agent, registrar, trustee under a trust indenture, or similar services.

As adopted by the Board of Directors of Eastman Kodak Company, effective February 28, 2018.