

# TRINET GROUP, INC.

## STOCKHOLDER COMMUNICATION POLICY

### I. Statement of Policy

TriNet Group, Inc. (the “**Company**”) has adopted this Stockholder Communications Policy (this “**Policy**”) to establish the procedures for, and to promote, stockholder communications with the Company’s Board of Directors (the “**Board**”). This Policy shall be posted on the Company’s website.

### II. Communication Procedures

Stockholders and other interested parties wishing to communicate with the Board, or any individual director(s), regarding any matter may send a written communication using the following procedures:

1. All communications should be in writing and addressed to the director with whom communication is desired (or to the Chairperson of the Board if the communication is directed to the entire Board) as follows:

c/o Chief Legal Officer  
TriNet Group, Inc.  
One Park Place, Suite 600  
Dublin, California 94568

Communications to our Chief Compliance Officer may be sent by e-mail to [chieflegallofficer@trinet.com](mailto:chieflegallofficer@trinet.com).

2. All communications must state the number of shares of Company stock owned by the person(s) making the communication.
3. The Company’s Chief Legal Officer will review each communication received. The Chief Legal Officer will forward, or summarize and forward, such communication to the Board, or to the individual director(s) to whom the communication is addressed (and may also forward, or summarize and forward, such communication to Company management or personnel, including the Chief Compliance Officer), as the Chief Legal Officer deems appropriate. The Chief Legal Officer will discard and will not deliver any mass mailing, job inquiry, business solicitation, inappropriately directed product or service complaint, or any other communication that the Chief Legal Officer deems frivolous, hostile, threatening or similarly inappropriate. The Chief Legal Officer will periodically provide a summary of all such discarded communications to the Board or to the individual director(s) to whom such communications are addressed.

### III. Other Concerns of Complaints

Any concerns or complaints about the Company’s accounting, internal controls or auditing matters may also be submitted in compliance with the Company’s Code of Business Conduct and Ethics.