

IF YOU HAVE SOLD OR OTHERWISE TRANSFERRED ALL YOUR SHARES IN THE COMPANY, PLEASE SEND THIS LETTER, AND ANY ACCOMPANYING DOCUMENTS, TO THE PURCHASER OR TRANSFEREE OR THE STOCKBROKER, BANK OR OTHER AGENT THROUGH WHOM THE SALE OR TRANSFER WAS EFFECTED FOR ONWARD TRANSMISSION TO THE PURCHASER OR TRANSFEREE



12 June 2015

Dear Shareholder

The 2015 Annual General Meeting (AGM) of QinetiQ Group plc will be held at Pennyhill Park Hotel, London Road, Bagshot, Surrey GU19 5EU on Wednesday, 22 July 2015 at 11.00 am.

Depending on your personal election on how to receive Company notifications, the notice of AGM and the Report and Accounts for the year ended 31 March 2015 are either enclosed with this letter (if you elected for a paper copy) or can be viewed and downloaded from the 'Shareholder Services' section of the 'Investors' pages on **www.QinetiQ.com**.

If you have become a shareholder since 5 June 2014, and have yet to make an election on how to receive Company notifications, please turn to the enclosed election form, where full details of the options available to you, together with the action you need to take, are explained.

My fellow Directors and I look forward to meeting as many shareholders as possible at the AGM. However, if you are unable to attend, you can register your vote as follows:

- Electronically, at **www.sharevote.co.uk**. If you have a Shareview portfolio, you can cast your vote at **www.shareview.co.uk**.
- By post, by completing the enclosed Form of Proxy and returning it to Equiniti, Aspect House, Spencer Road, Lancing, West Sussex, BN99 6DA by 11.00 am on Monday, 20 July 2015.
- If you hold your shares in CREST, please follow the instructions to appoint a proxy in note 10 of the notice of AGM.

The results of the voting will be announced to the UK Listing Authority and will be shown on our website **www.QinetiQ.com** as soon as practicable after the AGM.

The Board considers that each of the resolutions detailed in the notice of AGM will promote the success of the Company and are in the best interests of the Company and its shareholders as a whole. The Directors intend to vote in favour of all resolutions in respect of their own beneficial shareholdings of ordinary shares in the Company and unanimously recommend that you do the same.

I look forward to seeing you at Pennyhill Park Hotel, Bagshot on 22 July.

Yours sincerely

A handwritten signature in black ink, appearing to read "Mark Elliott". The signature is fluid and cursive, with a large initial "M" and a stylized "E".

Mark Elliott
Chairman