

Employee Career and Qualification Development Policy

TELE-FONIKA Kable S.A., as one of the global leaders in the cable and wire manufacturing industry, is a recognized and trusted supplier of products to companies worldwide from various sectors, including telecommunications, energy, electronics, shipbuilding, and mining.

Creating an ethical workplace based on values such as honesty, openness, responsibility, and a commitment to respect human rights and dignity is essential to the daily operations of TELE-FONIKA Kable S.A.

This Policy is introduced to define the principles for supporting the professional development and improvement of employees' qualifications, as well as to provide a transparent framework for career planning within the organization. TELE-FONIKA Kable S.A. strives to build a work environment conducive to the development of competencies, internal promotions, and long-term job satisfaction of its employees.

Scope

This Policy applies to all employees employed by TELE-FONIKA Kable S.A. under employment contracts, regardless of the type of employment contract, in all organizational units and at every organizational level of the Company.

Principles

Acting in accordance with the principles set out above, TELE-FONIKA Kable S.A. commits in particular to:

- Providing support in developing competencies in line with the current and future needs and capabilities of the Company,
- Ensuring equal opportunities in access to initiatives aimed at professional development,
- Promoting internal recruitment and promotion, as well as both horizontal and vertical career paths.

Forms of employee development support

- **Internal and external training** – training and courses tailored to the needs of the Company and the individual needs of employees,
- **Education subsidies** – postgraduate studies, professional and language courses,
- **Internal mentoring** – supporting development with the participation of more experienced leaders and employees,
- **Feedback and development discussions** – communication with line managers, ongoing feedback on work performance,
- **Employee satisfaction surveys** – enabling the identification of training needs, career aspirations and development barriers.

Promotion and professional development criteria

Promotion and expansion of employee responsibilities are based on objective and non-discriminatory criteria, such as:

- Attitude and commitment to work,
- Work performance,
- Professional competence,
- Readiness for development,
- Professional experience,
- Compliance with the Company's values and standards.

Monitoring

The effectiveness of the Policy will be regularly monitored, including through indicators of participation in training courses or employee satisfaction surveys.

Reporting irregularities

We are building a business where we respect employee rights and value honest communication. Violations of the rules set out in this Policy can be reported through dedicated communication channels:

1. directly or by phone to the Compliance Manager – at **+48 12 652 52 52**,
2. by email: compliance@tfkable.com;
3. via the contact form available on the website: <https://www.tele-fonika.com> in the tab: contact-us>reporting-forms>non-compliance-report,
4. by post to the following address: **TELE-FONIKA Kable S.A., ul. H. Cegielskiego 1, 32-400 Myślenice**, with the note “irregularity report”.

Complaints will be treated with the utmost confidentiality. Each complaint will be reviewed and explained, and follow-up actions will be taken where necessary.

The **Compliance Manager** is responsible for the proper functioning of the reporting mechanisms.

Responsibility

TELE-FONIKA Kable S.A. undertakes to ensure compliance with this Policy by exercising due diligence in taking all necessary measures for its implementation.

The owner of this Policy, responsible for monitoring its compliance, reviewing the Policy for relevance and adequacy to the Company’s activities, and taking the necessary follow-up actions in situations where they are required, is the Director of the Human Resources and Administration Department.

In terms of responsibility for detailed compliance with this Policy:

- **Employees** – report their development needs to their superiors and participate in courses and training to which they have been referred by the Company,
- **Line managers** – support the development of their subordinates and provide regular feedback,
- **Human Resources and Administration Department** – designs training plans and coordinates development activities.

The Human Resources and Administration Department and the Sustainability Manager are responsible for reporting issues related to this Policy.

Board Declaration

The Employee Career and Qualification Development Policy will be regularly reviewed and updated to ensure its continued relevance and adequacy in relation to changing laws, the economic situation, and the needs of stakeholders.

Myślenice, 24.07.2025

Management Board of TELE-FONIKA Kable S.A.