

CCC

CCC GROUP DIVERSITY POLICY



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CHAPTERS

1. ENTRY	3
2. POLICY OBJECTIVES	4
3. IMPLEMENTATION OF DIVERSITY POLICY GOALS	5
4. FINAL PROVISIONS	9
5. GLOSSARY OF TERMS	10



1. INTRODUCTION

What does diversity management mean to us?

Diversity in the CCC Group means the involvement of all Employees in building an open and friendly work environment, where every voice is heard and taken into account. We believe that Employees are the most valuable capital of the company and are the driving force of development and innovation.

We cultivate an environment in which everyone can develop and implement the best ideas in collaboration with others - in line with one of our values #weactteam.

We employ people from all backgrounds because we strive to build a diverse and inclusive culture in which our employees can be themselves, can reach their full potential, and are appreciated and respected.

We can continually develop by drawing on our differences in thinking, experience and action.

Equality and respect for diversity apply to everyone, regardless of age, degree of disability, health condition, sex, race, nationality, ethnic origin, religion or non-religion, political beliefs, trade union membership, psychosexual orientation, gender identity, family status, marital status, lifestyle, form, scope and basis of employment.

We provide our employees with equal access to development and promotion opportunities, and we also strive to equalize pay levels. Goals related to this area are an elementary component of our Sustainable Development Strategy, which is an integral part of the business strategy.

In the CCC Group, each of us is unique.

We create a work environment free from discrimination. We conduct employee assessments honestly and with respect for the principles of dignity. Decisions regarding recruitment, employment and termination of employment are made based on objective criteria. We provide employees with equal opportunities for development. Any case of discrimination must be reported immediately. The reporting path is indicated in the Code of Ethics.

We are committed to implementing the principles of diversity management and equal treatment policy and promoting and disseminating them among all stakeholders of the organization.

3. PURPOSE OF THE DIVERSITY POLICY

- Creating an open and diverse work environment and an inclusive culture that allows everyone to feel valued and able to develop their full potential.
- Combating all forms of discrimination.
- Ensuring equal opportunities in access to education and advancement.
- Ensuring fair and objective employee evaluation.
- Ensuring equal opportunities in access to information about the applicable ethical standards in the CCC Group.



4. IMPLEMENTATION OF DIVERSITY POLICY GOALS

ORGANIZATIONAL CULTURE, ETHICS AND VALUES

The values we follow constitute the foundation of our organizational culture.

We are guided by them in our daily actions, decision-making and building relationships both inside and outside the company.

Thanks to them, we create a coherent and strong organization in which every employee knows that their contribution matters and our company is a place that inspires people to achieve common goals.

WE ARE DRIVEN BY CUSTOMERS

- The customer is always at the center of our attention
- We are proud of our products
- We act quickly and consistently, we are flexible



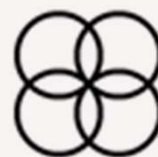
WE CREATE ENTREPRENEURIAL INNOVATIONS

- Our actions bring value to our clients and the company
- We think innovatively, improve and simplify processes
- We are always looking for effective and responsible solutions



WE WORK AS A TEAM

- We respect ourselves and our surroundings by inspiring each other
- Our teams are a place for the best
- We expect and give maximum commitment from ourselves





CCC GROUP DIVERSITY POLICY

PROTECTION AGAINST DISCRIMINATION

We create a work environment free from discrimination. We conduct employee assessments honestly and with respect for the principles of dignity. Decisions regarding recruitment, employment and termination of employment are made based on objective criteria. We provide employees with equal pay and opportunities for development. Incidents of discrimination must be reported, and the channels for reporting them are indicated in the Code of Ethics.

WHAT IS DISCRIMINATION?

Discrimination is a situation in which a person, due to, among other things, gender, race, ethnic origin, nationality, religion, denomination, worldview, disability, age or sexual orientation, is treated less favourably than another person would be treated in a comparable situation.

IN THE CCC GROUP WE STRIVE TO CREATE RELATIONS BASED ON PROFESSIONALISM AND MUTUAL RESPECT

EQUAL OPPORTUNITIES

We provide our employees with equal opportunities in access to development and promotion, and we also strive to equalize the level of remuneration. Goals related to this area are an elementary component of our Sustainable Development Strategy. Building a culture of equal opportunities by creating a diverse and inclusive environment is the responsibility of every person in our team.

COUNTERACTING MOBBING

In the CCC Group, we strive to create relationships based on professionalism and mutual respect. The phenomenon of mobbing is unacceptable and we are committed to combating it.

We believe that each of us is unique. Discriminatory behavior, whether intentional or unintentional, is against our values, harms each of us - that is why we do not tolerate any manifestations of discrimination. We care about each other. We treat everyone with due respect and dignity. This is reflected in our Anti-Discrimination and Mobbing Regulations and in the Code of Ethics.



CCC GROUP DIVERSITY POLICY

CODE OF ETHICS

The Code of Ethics defines the most important values that strengthen the process of shaping an ethical work environment and mutual trust in the CCC Group. The overriding goal of the Code of Ethics is to ensure conduct in accordance with Polish and international legal regulations. The Code of Ethics also aims to define a clear framework for conduct in the event of observing violations of ethical principles. The Code is supplemented by other policies listed in the Code, which together with it constitute a set of ethical principles applicable in the CCC Group.

The provisions of the CCC Group Code of Ethics apply to all persons performing work for the CCC Capital Group companies, regardless of the legal form of the employment relationship.

These are employees of the Group regardless of their position and functions. The CCC Capital Group is constantly developing procedures to ensure ethical business operations.

We make every effort to ensure that third parties, such as our suppliers and business partners, are guided in their activities by values consistent with those set out in this Code. The Ethics Officer is responsible for monitoring compliance with ethical standards in the CCC Group.





CCC GROUP DIVERSITY POLICY

RECRUITMENT STANDARDS

We are objective in selecting Employees. Each candidate has an equal chance in the recruitment process. We are open to searching for talents, both internally and externally. A key factor in selecting candidates is matching competencies to the organizational culture and our industry.

The implementation program we have prepared allows for smooth adaptation to a new workplace and influences the independence of the tasks performed. We build diverse project teams, thanks to which we increase the creativity and effectiveness of our work. We make sure that each team is open to employees with diverse experiences and observations, we implement a culture of openness based on the exchange of competences and ongoing constructive feedback.

EVALUATION AND DEVELOPMENT

We focus on transparent communication, providing each other with ongoing feedback based on our values and business goals.

We focus on the development of our Employees through participation in various projects, initiatives and development programs in accordance with the 70/20/10 rule - 70% of knowledge is acquired at work, through practice, activities, performing professional duties and dealing with tasks assigned by superiors. 20% of knowledge comes from feedback from superiors and co-workers. 10% of knowledge is acquired by the employee through courses and training. We appreciate each other to build an engaging workplace.

We create a diverse and inclusive workplace where everyone can be themselves and contribute to the company to the best of their ability. We are aware that everyone has different needs, experiences and opportunities.



CCC GROUP DIVERSITY POLICY

WE ATTRACT AND DEVELOP YOUNG TALENTS

We are happy to share our knowledge and experience. We believe in the potential of young people, whom we give space to develop. We cooperate with secondary schools, associations and universities, we regularly participate in academic life. We carry out various internship programs - we give development opportunities to pupils, students and graduates of secondary schools and universities.

TRANSPARENCY AND COMMUNICATION

One of the key principles of cooperation in the CCC Group is transparency.

It is implemented through interactions with the company's employees and stakeholders, with whom the Company communicates widely and listens to their voices.

- We commit to communicating with our stakeholders as a Group about our diversity promotion activities.
- We are committed to reporting on an annual basis as part of the non-financial reporting of the indicator resulting from the Pay Transparency Directive: Gender Pay Gap and GCR (Glass Ceiling Ratio) for the CCC Group.

5. FINAL PROVISIONS

- This Policy and its provisions are subject to revision in the event of changes in the regulatory environment. In addition, this Policy should be reviewed each time the CCC Group Sustainable Development Strategy is revised.
- To the extent not regulated in the Policy, generally applicable provisions of law and internal regulations in force within the Group shall apply.



6. GLOSSARY OF TERMS

CCC GROUP	-	the parent company of the Capital Group together with all its subsidiaries
Pay Transparency Directive – Gender Pay Gap	-	Pay Transparency Directive: 'gender pay gap' means the difference in average pay levels between female and male employees in an employer, expressed as a percentage of the average pay level of male employees;
GCR	-	Glass Ceiling Ratio (GCR) - an indicator showing the equality of promotion opportunities for each gender in a given organization, calculated separately for each level of the organizational hierarchy
Stakeholder	-	Stakeholder – entities that may influence the CCC Group or which the Group influences through its activities.
Code of Ethics	-	Code of Ethics – Code of Ethics of the CCC Group.
Ethics Officer	-	Ethics Ombudsman – hereinafter also referred to as the “Ethics Ombudsman”, the body responsible for monitoring compliance with ethical standards in the CCC Group.
CCC Group Diversity Policy	-	CCC Group Diversity Policy – this document is hereinafter referred to as the “Policy”.
Diversity	-	Diversity – is understood as all aspects in which people differ or are similar. It includes both invisible features (sexual orientation, skills, education, professional experience, life attitudes) and visible ones (ethnicity, gender, age).
The 70/20/10 rule	-	The 70/20/10 rule - 70% of knowledge is acquired at work, through practice, actions, performing professional duties and dealing with tasks assigned by superiors. 20% of knowledge comes from feedback from superiors and co-workers. 10% of knowledge is acquired by the employee through courses and training.

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