



Introduction

CTP is a dynamic, fast-growing organisation with a fully integrated operating platform operating internationally, led by local management teams. Group level tasks are executed by CTP International. The whole organisation is led by Group Leadership Team. The proven expertise and comprehensive market intelligence of the CTP team form the core of our competitive advantage and our ability to provide shareholders with superior and sustainable returns.

The management of CTP recognizes the necessity to satisfy our customers overall needs. High standards and professionalism in this aspect assures the best quality, keeping us ahead of competitors and ensuring the continuous prosperity of the company. CTP regards environmental protection and energy management as not just a substantial part of our business philosophy but also a reflection of our attitude towards common values. Therefore, all business activities are conducted in an environment-friendly way. CTP collaborates with stakeholders within its value chain to achieve its goals.

Scope

This policy pertains to all operations and activities of CTP N.V. and its subsidiaries. This includes all countries of operation. All employees and individuals working in the organisation's name must know and follow the content of this document.

Roles & Responsibilities

The group HR is responsible for setting goals and targets related to this policy.

The Country Heads of HR are responsible for communicating this policy to their teams and shall ensure these teams are familiar with its contents, goals, and targets as well as regularly obtaining data to measure performance against the goals and targets.

Furthermore, the Board of Directors is responsible for allocating the resources needed to comply with this policy and achieve the goals and targets aligned with the environmental topics of the company.

Areas

1. Our Values and Culture

CTP is built on a strong foundation of core values that guide our approach to human resources and business operations. We are deeply committed to excellence, ensuring that every employee contributes to and benefits from our long-term success. We encourage an entrepreneurial spirit by fostering proactive thinking, innovation, and a solutions-driven mindset at all levels of the organization. Accountability is at the core of our culture, promoting a sense of responsibility where employees take ownership of their roles and drive meaningful results.

Our culture is dynamic and hands-on, providing an environment where employees are encouraged to take initiative and drive meaningful change. We take pride in fostering a workplace that is achievement-oriented, where individual contributions are recognized and rewarded. Employees are empowered to bring innovative ideas to the table and contribute to the company's success. Our decision-making process is fast-paced and agile, allowing us to seize opportunities quickly and stay ahead in a competitive market. Rooted in the ambitious and driven Central and Eastern European business mindset, we thrive on growth, ambition, and the constant drive to reach new heights. By embracing these cultural values, we create an environment where employees are inspired to excel and contribute to a thriving, high-energy workplace.

2. CTP Business Model

We are developers and operators of industrial properties, operating internationally. This means that our team is composed of specialists in construction, property management, real estate leasing, and various support functions essential for our business operations, who need to be skilled in their area, be able to communicate in English and operate in the international environment. Specifics of local markets and stage of CTP business development in the countries influence also the demands towards employees, who need to present an open-minded and flexible approach and readiness to make the extra miles every day.

Recognizing the unique skills and expertise required for these roles, we are continuously developing a tailor-made approach to benefits, learning, and professional development. Our goal is to provide employees with resources, training, and incentives that align with their career aspirations while also driving business success. We are committed to fostering a diverse and inclusive environment where individuals of all backgrounds, identities, and experiences are valued and empowered to thrive. By embracing diversity, we enhance innovation, collaboration, and resilience across our teams.

3. Employee Lifecycle Management

We are committed to managing the employees' experience professionally and efficiently at every stage of the employment journey, from recruitment to departure.

Recruitment & Onboarding

Our hiring process is designed to attract and retain top talent who align with our values and goals. We follow fair and transparent recruitment practices to ensure equal opportunity and merit-based selection. Once hired, employees benefit from an onboarding program that helps them integrate smoothly into our organizational culture, understand their roles, and become productive quickly.

Employment Conditions

We prioritize secure and stable employment relationships, and in most cases, we offer employment contracts to reinforce this commitment. We strive to provide consistent terms and conditions across our operations while remaining compliant with local labour laws.

Global Support & Administration

In every country where we operate, we ensure the availability of either administrative or HR support to manage the key stages of the employee lifecycle. For payroll, we either cooperate with reputable external service providers or offer high-quality in-house services to ensure timely and accurate compensation.

Learning, Development & Retention

We are dedicated to supporting employee development through continuous learning opportunities, career development initiatives, and exposure to high-impact, meaningful projects. To retain and engage our talent, we offer competitive compensation packages, internal promotion opportunities, and a dynamic work environment where employees can contribute to challenging and rewarding initiatives.

Health, Safety & Well-being

Especially in our construction operations, employee health and safety is a top priority. We implement rigorous safety protocols, regular training, and monitoring systems to ensure a safe workplace.

Workplace Conduct & Respect

We are committed to fostering a respectful, inclusive, and harassment-free work environment. All employees are expected to adhere to our Code of Conduct, which outlines acceptable behaviour, anti-discrimination principles, and professional standards.

We have established clear grievance mechanisms and confidential reporting channels to address concerns, including harassment and violence, without fear of retaliation. All complaints are treated seriously, investigated promptly, and resolved fairly.

Human Rights Commitment

Our employment practices are aligned with internationally recognized human rights frameworks, including the International Labour Organization (ILO) conventions, the OECD Guidelines for Multinational Enterprises, and the UN Guiding Principles on Business and Human Rights. We uphold freedom of association, the right to collective bargaining, and we oppose any form of forced labour or child labour.

Offboarding

When employees leave the organization, we conduct offboarding professionally and respectfully. We seek to ensure a smooth transition, gather feedback through exit interviews.

4. Performance Management

To drive excellence, a structured review process is implemented in most countries. Employees participate in annual performance reviews, during which structured goal-setting sessions take place to align individual objectives with business priorities. Outstanding performance is recognized through structured reward programs that reinforce motivation and achievement.

We maintain a flat and lean organizational structure to deliver the best business results and effectively manage individual performance. This approach allows us to recognize individual

achievements while holding employees accountable for their key performance indicators (KPIs), ensuring a high-performance culture across the organization.

5. Employee Engagement

We believe that engaging our employees is key to fostering a motivated and high-performing workforce. In 2024, CTP launched engagement surveys, to gather valuable insights into employee satisfaction and workplace dynamics, that is conducted annually. Based on the results, a program that contains targeted action plans to address areas of improvement and enhance overall employee experience is developed.

Engagement is not only driven by workplace conditions but also by empowering employees to contribute meaningfully to the company's direction. Through regular communication and feedback channels, employees— via their managers and senior leadership —are encouraged to provide input into the company's strategy, ensuring that their voices help shape our shared goals and values.

Maintaining an open dialogue with employees remains a priority to ensure a positive and dynamic workplace culture. Our unique regular team-building events give the opportunity to interact with each other and build relations with senior management, including the CEO, through sports or local culture-focused activities. CTP is open to collective bargaining agreements.

6. Digital HR Transformation

We leverage digital tools to enhance efficiency, transparency, and accessibility across all HR functions. Using Workday, we manage all aspects of the employee lifecycle, including recruitment, onboarding, performance tracking, and goal setting. Our digital platform also streamlines compensation and benefits management while supporting training and career development initiatives.

7. Competitive Compensation & Rewards

We conduct regular compensation reviews to ensure our salaries remain competitive within the industry and attract top talent. To ensure our wages are adequate, we use internal and external benchmarks, analysing our rewarding standards in reference to internal fairness and market data.

Our compensation structure includes a bonus system that is tied to both individual and company performance. We offer both short-term and long-term bonus plans, designed to reward employees for achieving annual key performance indicators (KPIs) while also promoting long-term commitment and alignment with the company's strategic objectives. Employees are also offered equity and long-term incentive plans, further ensuring their interests are aligned with the company's sustained success.

As a financially strong and highly efficient business, we can maintain salaries at a highly motivating level. We maintain equal pay standards, including across gender.

8. Professional Development & Career Growth

As a fast-growing business, we offer employees unique opportunities for professional development and career advancement. Employees gain exposure to high-impact projects and significant investment opportunities, providing them with valuable industry experience.

Our culture prioritizes continuous learning and skills development, ensuring that employees are equipped with the knowledge and resources needed to succeed in their careers. To support this, we are actively developing our internal learning platform, which offers dedicated

programs tailored to key business areas such as business development and property management. As part of our performance review process, one of the key objectives is for managers and employees to identify relevant training needs and plan appropriate learning opportunities.

Actions

- Employees are hired based on competence with no discrimination.
- Employment contracts are proposed as primary form of employment.
- Managers organize performance reviews and annual remuneration reviews for employees to ensure adequate wages.
- To ensure convenient management of compensation and benefits digital system is implemented and used.
- Country and company gatherings are organised to every year to strengthen collaboration and company values.

Continuous improvement

CTP follows the principles of continuous improvement, plan, do, check, act. This approach ensures the company remains flexible and prompt to changes in development, technical evolution, changes in our customer's needs and expectations, and other business requirements. The Company adapts to these changes and applies new technologies and services accordingly.

Reporting noncompliance

Concerns or suspected noncompliance with this document should be reported through the appropriate channels:

- **Local HR grievance channel** (country-level contact points) – for workplace complaints, issues related to employment conditions, behaviour at work, or any HR-related concerns.
- **Group HR & Compliance** – for serious misconduct, cross-border issues, or cases where local reporting may not be appropriate: **grievances@ctp.eu**

Additional guidance and all available reporting channels are listed here:

<https://ctp.eu/ctp-policies/how-to-report-a-concern/>

All reports will be handled confidentially, without retaliation.