

Education & Courses Policy

Management in GF Inveco Group

Updated December 2024

COMPANY POLICY FOR FURTHER EDUCATION AND COURSES

GF Inveco Group strives to continuously send staff on relevant courses based on needs and availability. Management is, of course, also open to employees' own requests.

In addition, GF Inveco Group can provide support for further education/courses taken outside working hours at the initiative of the employee. These further educations/courses must not interfere with regular working hours.

A detailed budget must be submitted to management for approval.

Further education/courses must be relevant to the job function in GF Inveco Group. However, there may be education covering several areas, only some of which are relevant.

It is solely the management of GF Inveco Group that assesses whether parts of the education/course are relevant to the job or not.

We support as follows:

- **Relevant educations/courses:**
Tuition: **100%**
Books: **100%**
- **Educations/courses with multiple areas:**
Relevant areas – Tuition: **100%** | Books: **100%**
Irrelevant areas – Tuition: **50%** | Books: **50%**

In cases where GF Inveco Group provides support, the books must be placed in the company library after completion of the education/course, so others may benefit from them later.