

Diversity Policy

Version 1.3, July 2022

1. We live diversity and mutual respect

We define diversity as the similarities and differences we encounter in OeKB Credit Institution Group (OeKB KI Group)¹, as well as in our markets, among our customers and our employees. Diversity stands for an attitude of OeKB KI Group: sincere appreciation, open interaction and the conscious use of our diversity.

As OeKB KI Group operates in different sectors and in many parts of the world, we are confronted with different ideas of lifestyle and cultural perceptions.

Diversity factors include gender, culture, religion, sexual orientation, nationality, education, but also age, different life plans and disabilities.

To us, respect means dealing with these differences in an appreciative manner, from which trust, loyalty and teamwork emerge, but also potential for creativity and innovation. We do not tolerate discrimination of any kind and take awareness-raising measures to this end. In addition, we have a zero-tolerance policy on violence in the workplace, including verbal and/or physical abuse.

We live this respectful attitude in our daily interactions, both internally and externally. In doing so, we follow the principles defined in our human rights policy.

2. We live openness and appreciation

We deal with each other in an open and appreciative manner. All employees contribute to the common tasks and goals. Managers are role models in both human and professional terms. They work at eye level in the midst of their team, provide orientation and grant employees freedom of action and personal responsibility.

This mindset is supported by framework conditions that,

- encourage independent and responsible action,
- clearly define and broadly distribute responsibilities and decision-making powers,
- clearly communicate common goals and values,
- allow freedom for the implementation of our mission and vision,
- present ongoing developments in the company in a transparent and comprehensible way,
- enable successes to be experienced as a commonality and to learn from failures together,
- allow immediate and appreciative feedback to be given openly, that we can grow and learn from together.

¹ The OeKB KI Group includes the following companies: Oesterreichische Kontrollbank AG (OeKB), Oesterreichische Entwicklungsbank AG (OeEB), OeKB CSD GmbH (OeKB CSD), Österreichische Hotel- und Tourismusbank GmbH (ÖHT)

Key leadership dimensions address all employees. OeKB and OeKB CSD have developed a leadership model consisting of three core elements:

- "Leading from the middle": Each and everyone leads in his or her own area of responsibility. We all lead OeKB Group together.
- Five cultural values on which corporate culture is based: Responsibility, Passion, Respect, Curiosity and Trust.
- Leadership dimensions that describe what leading from the middle achieves.

The wholly owned subsidiary Oesterreichische Entwicklungsbank (OeEB) has developed 6 guiding principles and behavioral anchors as part of the Fit2Develop working group "Appreciative basic attitude in cooperation". The Leading from the middle concept is in the implementation phase.

OeHT was integrated into the OeKB KI Group in 2019. The measures from the diversity policy are being implemented step by step.

3. We take action and constantly develop ourselves further

We make our personnel decisions exclusively on the grounds of social and professional qualifications and competence. In our salary policy, we pay strict attention to equal treatment of all genders: Equal pay for equal performance is a matter of course. It is also our goal to ensure that the employees of OeKB KI Group receive a fair salary in line with the market.

As a matter of principle, we advocate a balanced composition of the management and supervisory boards in OeKB KI Group, which reflects the necessary and different knowledge, skills and experience. To take this principle into account, OeKB KI Group has set itself a collective target quota of 40 per cent women for management positions by 2025. For supervisory board mandates at OeKB AG, the target is 35 per cent women in the same period.

We have defined the following measures as an implementation strategy:

3.1 Commitment to the topic and communication:

- OeKB KI Group is publicly committed to diversity and inclusion.
- The members of the management boards show their commitment to this issue in their regular internal and external communication. A core team with two diversity officers (responsibilities shared between internal and external stakeholders) drives the issue forward.
- In the near future, barrier-free newsletters and a barrier-free internet and intranet are planned.

- At the next works council elections, the nomination of a representative for people with disabilities will be sought.
- Use of gender-appropriate language in internal and external communication.
- The central infrastructure of the building (Reitersaal) is barrier-free. In the case of renovation work, specifications for the expansion of accessibility will be considered.
- We are open to cooperation in research and studies on the topic of diversity and inclusion.
- We publish figures on education and training, full- and part-time employment, gender share in the total workforce and in management positions. We aim to report figures on people with disabilities in the total workforce and in management positions in the future.

3.2 Work-Life-Balance:

- Targeted investments and programmes to balance work and personal/family life: We allow teleworking, flexible flexitime without core time, educational leave, sabbaticals, part-time parental leave for fathers and mothers - for this we plan to create a guideline for reintegration after parental leave; onboarding programme after longer absences; for the children of our employees, we offer supported kindergarten places in various childcare facilities in the surrounding area.
- As part of our safety and health management system, we provide a wide range of services for physical and mental health.
- Employee Assistance Programme as support for employees in phases of emotional and psychological stress.

3.3 Promotion and further education:

- Targeted promotion programmes for managers and experts. We support women's careers and work towards professional equality for all genders. Female colleagues are encouraged to get involved in women's networks.
- We pay attention to gender balance in our talent programmes. Likewise, the training programme is expanded to include information sessions on diversity and disabilities in the workplace. Information sessions on different disabilities and chronic and mental illnesses are offered to all employees.
- Composition of mixed teams and project groups reflecting the workforce structure (see point on job advertisements under 3.4) to achieve the best possible work results.
- Consideration of diversity factors in re-organisations.
- Targeted measures to increase the share of women in management positions to 40 per cent in OeKB KI Group.
- Raising awareness among owners regarding the quota of women on the Supervisory Board of OeKB AG; the target is 35 percent by 2025.
- Diversity criteria were included in the remuneration policies of OeKB AG, OeKB CSD and OeHT. This had already been implemented at OeEB.
- Promotion of an open culture of discussion and conflict across different hierarchies, generations, genders, origins and life concepts.

- A status quo analysis is regularly carried out regarding the level of the compensation tax according to the Disability Employment Act, the proportion of women in management positions, promotion programmes or the gender pay gap.

3.4 Recruiting:

- Open advertising of vacant positions (excluding management functions) and objectivised personnel decisions.
- We address all people regardless of age, skin colour, disabilities, religion, gender, sexual orientation or origin in our job advertisements and invitations to interviews. We encourage applications from people with disabilities as well as women, especially for management positions.
- In our job interviews, we ensure diversity both among the candidates and among the interview partners. It goes without saying that no questions are asked regarding marital status, pregnancy, religious confession or parental responsibilities.
- In the case of new hires, the candidates' wishes regarding work-life balance are taken into account as far as possible.
- New hires undergo a standardised onboarding process over a period of 12 months. This includes mandatory training and voluntary information events as well as a documented discussion with the manager before the end of the fixed-term contract.
- When employees resign, we question the reasons in exit interviews.
- We create transparency by publishing starting salaries and salary ranges on the intranet and in job advertisements. We also publish figures on new hires and fluctuation broken down by gender in our sustainability report.
- The internal audit department checks compliance with the measures set out in section 3.4 Recruiting.

