

# **CORPORATE GOVERNANCE REPORT**

#### Introduction

The shares of CIG Pannónia Life Insurance Plc. (registered address: H-1095 Budapest, Könyves Kálmán krt. 11.B., hereinafter: Company) were classified by Budapest Stock Exchange Company Limited by Shares (hereinafter: BSE) in Category "Premium" from 1 July 2013. The decisive proportion of 94,428,260 shares are held by Hungarian businesses and Hungarian private individuals. According to the information officially known to our Company, based on the direct and indirect shareholding, the share of Hungarikum Biztosítási Alkusz Kft. is 57.27%, Kaptár Befektetési Zrt. has 3.33%, while dr. Gábor Móricz as a natural person has a 3.17% ownership share. The number of further shareholders is around six thousand. The Company considers its responsibility



to shareholders to be fully compliant with corporate governance recommendations. In line with its requirements, we present the Company's governance and operational characteristics as follows.

#### The Board

The Company's managing body is the Board; it is the Board's duty to develop and manage the Company's organizational structure. The scope of its powers is defined by the relevant laws, the Company's Articles of Association, the resolutions of the General Meeting and the Board's rules of procedure. The Board is responsible for adopting its own rules of procedure by a majority of votes of the Members of the Board. The rules of procedure regulate, among other items, issues related to the Board's operation, the structure of the Board, and the mandatory content items of the meetings and the meeting minutes. The Company's Board has at least three, but not more than seven members; its members are appointed and recalled by the General Meeting. The rules applicable to senior employees as specified in Act LXXXVIII of 2014 on Insurance Activities (hereinafter referred to as: Insurance Act) shall apply to the Members of the Board. The Board. The Board had carried out its task as a 3-member-body at the beginning of the year, and as a 4-member-body after the meeting of the Managing Board with the competence of the General Meeting held on 7 April 2021.

In view of the fact that the Company's hierarchy is less articulated due to the relatively low employee headcount, the Members of the Board have not formally divided tasks amongst themselves but they perform them as a body.

The Board defined a wide range of scope of authorities reserved for itself, in addition to the ones set out in the Articles of Association. These are mainly those competencies that require continuous operational assignment, control and significant resources in the field of strategy, risk management, and the consequences of the decision may be longer-term. Any further operative decisions at the level of daily operation are made independently by the company management, in the scope and way set out in the internal policies of the Company.



#### Members of the Company's Board

**Zoltán Polányi**, Chairman of the Board (Member of the Board since 7 April 2021, Chairman since 12 May 2021)

Zoltán Polányi has been the of CIG Pannónia Life Insurance Plc. and deputy CEO of CIG Pannónia First Hungarian General Insurance cPlc. since January 2021. From October 2004 to January 2021 employee of UNIQA Biztosító Zrt., held sales management positions between 2004 and 2007, from 2008 to 2011 head of the insurer's dependent agent network, from 2012 to 2013 head of all insurance sales channels, between June 2014 and 2016 he was General Manager of Sales, CEO, then from the summer of 2016 a member of the Board of Directors responsible first for the sales, then after the transformation of the insurer, for the corporate area (Corporate, Bank, Affinity). Prior to UNIQA Insurance, he was an employee of the K&H Leasing Group between 1999 and 2004. Until 2003, he was the sales director of K&H Leasing, then the managing director of K&H Alkusz Kft. In 1999, he was the head of the wholesale sales area of Porsche Hungaria Kft.

<u>Specialty areas within his competence:</u> insurance and financial markets, business strategy and business model, governance system, regulatory requirements.

Expiry of his Membership in the Board: 19.04.2024

**Dr. István Fedák**, Chairman of the Board (Member of the Board since 21 June 2019, Chairman of the Board since 14 August 2020)

Dr. István Fedák graduated at the faculty of MBA at Budapest University of Economics in 1998, later at the Faculty of Law of Pázmány Péter Catholic University in 2002. He is a certified auditor. He has started his career the Creditanstalt Rt. as a risk manager, then he was first a business development manager, later the head of risk management at Factor Rt. After finishing his legal studies he has started to work at Fedák Law Firm, then has worked at MFB Bank. He has held financial and executive positions at OT Industries Group between 2008 and 2015. Then he was the CEO of Eurobond Ltd. for a



one-year period. He has been the deputy CEO of law and finance of Keszthelyi Holding cPlc. since 2016 and the CEO of Agenta-Consulting Ltd. since 2017 until 2020.

<u>Specialty areas within his competence:</u> insurance and finacial markets, business strategy and business model, governance system, regulatory requirements.

Expiry of his Membership in the Board: 21.06.2022

#### Dr. Péter Bogdánffy, Member of the Board (since 17 May 2019)

Dr. Péter Bogdánffy graduated at the Faculty of Law of József Attila Tudományegyetem in Szeged. He has acquired a qualification of German and Hungarian law of economy at the University of Potsdam. He has started his professional career as a lawyer at Noerr Law Firm in 2000, later he worked as an associate at Faludi Wolf Theiss Law Firm. He was the member of the Board of Directors of Siemens cPlc. between 2008 and 2011, meanwhile he had been responsible for the legal management as the chief legal advisor of the companies of Siemens in Hungary. He has been the member of the Board of Directors and the Deputy CEO of BROKERNET Investment Holding cPlc. since 2012, the chairman of the Board of Directors of BROKERNET Investment Holding cPlc. since 2012 and the member of the Supervisory Board of Quantis Alpha cPlc. since 2012. He had been the member of the Supervisory Board of CIG Pannonia Life Insurance Plc. between 2013 and 2015, afterwards he was a management consultant as a private enterpreneur. He has been working as an advocat since 2016. He has been the member of the Supervisory Board of Keszthelyi Holding cPlc. since February 2019. Besides his legal degree and bar exam, dr. Péter Bogdánffy speaks both English and German at full professional proficiency. He is the member of the Budapest Bar Association and the Hungarian Enterprise Compliance Association.

<u>Specialty areas within his competence:</u> insurance and finacial markets, business strategy and business model, governance system, regulatory requirements.

Expiry of his Membership in the Board: 17.05.2022



**Zsuzsanna Ódorné Angyal**, Member of the Board (since 14 August 2020) Zsuzsanna Ódorné Angyal graduated at University of Agricultural Sciences in Gödöllő as an economist and obtained a degree in accounting, then she graduated as an engineering teacher. At Szent István University, she expanded her professional knowledge with postgraduate studies at faculty of Agricultural Experts of the European Union. She also has the qualifications of tax consultant, payroll administrator, social security administrator and internal auditor.

She started her professional career in small businesses, then from 2009 she first managed the direct relations of the subsidiaries of OPUS GLOBAL Plc. and then coordinated and supervised the activities of the economic and management (finance, accounting, controlling) and compliance area. From 2017 for two years she was the CEO of OPUS GLOBAL Plc., then currently, as the company's Deputy CEO, she coordinates the day-to-day operations, overall management, consolidation and preparation of the financial statements of the Group.

She speaks English and German. She is the member of the Board of Directors of the Company from 14 August 2020.

<u>Specialty areas within her competence:</u> money and capital markets, business strategy and business model, development and operation of a management system, financial analysis, regulatory and framework requirements.

Expiry of her Membership in the Board: 14.08.2023

**Ákos Veisz**, Member of the Supervisory Board (since 26 September 2017) Ákos Veisz acquired his degree in economics in 2006, in the Budapesti Corvinus University, in Finances specialty, and he was awarded with the University's Professional Award. In 2005 ha studied in the Tilburg University (the Netherlands) with an ERASMUS scholarship, and between 2007 and 2010 he participated in several professional further trainings abroad in the fields of exchange rate policy, financial markets and sovereign debt management. Between 2006 and 2010 he worked as financial analyst in the Economic Policy Department of the Ministry of Finance, than as economic analyst at the

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Prime Minister's Office next to dr. György Szapáry, Chief Economic Policy Advisor. As of 2011 he worked as diplomat at the Hungarian Embassy in Washington, in charge of financial and economic policy matters. Since February 2015 ha has been advisor to MKB Bank, since August 2015 a Director at MKB Bank, in charge of strategy, as of January 2017 Managing Director in the Strategic Management Board. He is in charge of the management of the MKB Financial Group strategic and analytic competence. He is involved in the work of domestic and international professional and representative bodies. Since 2002 he is member, financial manager, then Chairman of the Farkas Heller Specialised College, operating in the Budapest Corvinus University. Since 2006 he is senior member in the organisation, and lecturer in several courses in financial matters. He has been an independent member of the Company's Supervisory Board since 26 September 2017.

<u>Specialty areas within his competence</u>: business and financial markets, business strategy and business model, financial and actuarial analysis.

Expiry of his Membership in the Supervisory Board: 26.09.2022

János Tima, Member of the Supervisory Board (since 17 June 2019)

János Tima has worked at the financial sector between 2005 and 2017. Within this period he held the positions of a managing director and financial director at Provident cPlc., Budapest Bank cPlc. and FHB Commercial Bank cPlc. He had been the chief Lfinancial officer of Mészáros and Mészáros Ltd. between 2013 and 2017. Currently he is a member of the Board of TV2 Zrt., in parallel he is the managing director of K-Investment Partner Ltd., B+T Management Ltd., SAFE HARBOR TRUST Ltd., Wellness Hotel Építő Kft. and AV Progress Kft., in "Infocenter.hu Media" Zrt., and in Hungarian Broadcasting Co. Zrt. He is a member of the Supervisory Board of Agrosystem Zrt., Magyar Sportmárka Zrt., Veszprém Handball Zrt., RÉZ-HEGY Settlement Ltd., 4IG Nyrt., Chairman of the Supervisory Board of Keszthelyi Holding Zrt., HUNGUEST Hotels Zrt. and IKO HOLDING Kft. And Chairman of the Supervisory Board and Audit Committee of OPUS GLOBAL Nyrt. He is a certificated accountant.



<u>Specialty areas within his competence</u>: business strategy and business model, governance system

Expiry of his Membership in the Supervisory Board: 17.05.2022

Erika Vada, Member of the Supervisory Board (since 14 August 2020)

Erika Vada is an economist, certified public accountant and tax consultant. Her audit qualifications cover the areas of budget, IFRS, issuance, financial institutions and investment companies. She started her professional career at Taurus as an economist, then continued as a senior employee of the APEH. She held the positions of team leader, head of department and managing director at the Compensation Office Ministry of Finance and ÁPV Rt. She is the majority owner and managing director of PRIM-AUDIT Kft. During her career, she holds elected positions in the supervisory boards of several large companies – Kisalföld Volán Rt., Volánbusz Rt., Bábolna Rt.). Since 2015, she has been a member of the National Board of the Hungarian Chamber of Auditors. Several publications on taxation and accounting can be linked to her name. She speaks English.

<u>Specialty areas within her competence</u>: insurance and financial markets, business strategy and business model, management system, financial and actuarial analysis, financial framework and requirements

Expiry of her Membership in the Supervisory Board: 14 August 2020

#### Committees

#### Audit Committee

The Supervisory Board has elected an Audit Committee from amongst its members. Members of the Audit Committee in the financial year of 2021:

János Tima, Chairman of the Audit Committee (since 14 August 2020)
Ákos Veisz, Member of the Audit Committee (since 14 August 2020)
Erika Vada, Member of the Audit Committee (since 14 August 2020)



#### **Remuneration and Nomination Committee**

The Company's Board established Remuneration and Nomination Committee for the preparation of remuneration proposals, to appraise the members of bodies and the preparation of the election of officers. This committee makes proposals for the appointment of new officers, for the remuneration, comments on the system of interest of the management and the employees of the company. Members of the Audit Committee in the financial year of 2021:

Dr. István Fedák, Zsuzsanna Ódorné Angyal and dr. Péter Bogdánffy (since 14 August 2020)

#### Meetings of the Board/Supervisory Board/Audit Committee

Number of meetings in 2021 Board of Directors; 10 meetings, 114 resolutions, 100% participation Supervisory Board; 8 meetings, 53 resolutions, 100% participation Audit Committee; 8 meetings, 31 resolutions, 100% participation

The Remuneration and Nomination Committee performs the annual evaluation of members of various bodies. Evaluation criteria:

Whether the member of the body

- holds competences required for the governance of insurance industry and how much the acquired knowledge is kept up-to-date. In this context members have to report annually on the trainings they participated, and in what other ways they kept their professional knowledge up-to-date that enable the high-level practicing of the relevant competences.

Competences reviewed: insurance and financial markets, business strategy and business model, governance system, regulatory requirements, financial and actuarial analysis.

- participated in meetings and how active the member was at the meetings and outside the meetings. In this context the following activities are evaluated: proposals made at



meetings, independent submissions, requests for information, participation in individual negotiations, in particular participation in consultations with authorities, performance of other committee tasks.

- contributed to the Company's effectiveness and to what extent, on the basis of the member's active participation, control role, or personal prestige contributed to the Company's operation.

Annual evaluations contribute to the members' activity and via this, to the effectiveness of the Company.

#### **Operation of the Supervisory Board**

In accordance with the rules of Section 85 (4) of the Insurance Act, the Supervisory Board controls the internal audit organization and prepares recommendations and proposals on the basis of the findings of the audits carried out by the internal audit function. According to the Articles of Association, the Company has a Supervisory Board comprising of at least three and no more than ten members; the chairman and the members are selected by the General Meeting for no more than five years, and are recalled by the same body.

The Supervisory Board adopts its own rules of procedure, which are approved by the General Meeting of the Company.

In the course of fulfilling its duties required by law, the primary goal of the Supervisory Board is to establish a comprehensive and efficient audit system for the Company. Its scope of activities includes the management of the internal audit system and the preparation of recommendations on the basis of the findings of the audits carried out by the internal audit function.

In the course of developing its rules of procedure and carrying out its activities, the Supervisory Board will consider the following recommendations:

 Recommendation No. 27/2018 (VI.06.) of the Central Bank of Hungary on the development and operation of internal defence lines and on the management and control functions of financial institutions;



- recommendation No. 17/2019 (IX.20.) of the Central Bank of Hungary on the governance system of insurance companies and reinsurance companies.

The Supervisory Board holds meetings at least five times a year but furthermore it holds meetings whenever it is necessary with regard to the Company's business interests. At its meetings, it must discuss (at least once in every three months) the report prepared by the Board on the Company's financial situation and business policies. The Supervisory Board is in charge of the internal audit organization. As part of its related duties, the Supervisory Board adopts the three-year audit plan of the internal audit function, discusses at least once in every six months the reports made by the internal audit function and checks the implementation of the necessary measures. If necessary, the Supervisory Board engages an external expert to support the work of the internal audit function and makes recommendations for any changes in the number of staffs of the internal audit unit. The Supervisory Board also prepares recommendations and suggestions on the basis of the findings of the audits carried out by the internal audit function.

The meetings of the Supervisory Board are convened by the Chairman or the Deputy Chairman if the Chairman is not available. The Chairman/Deputy Chairman convening the meeting will also preside over it. Any Member of the Supervisory Board may request the Chairman to convene a meeting in writing by specifying the reason and the purpose of the meeting. Within 8 (eight) days, the Chairman must set the date of such a meeting to a date within maximum thirty days. If the chairperson fails to comply with the request, the member will have the right to convene the meeting himself.

The Supervisory Board has published its Rules of Procedure, as well as its members' CVs, covering their competences and independence, on the Company's website: <u>https://www.cigpannonia.hu/befektetok/tarsasagiranyitas</u> <u>https://www.cigpannonia.hu/rolunk/vezetoseg/eletbiztosito</u>



#### **Operation of the Audit Committee**

The Audit Committee is a body supporting the work of the Supervisory Board by giving opinions, evaluations and recommendations. The scope of the Committee's powers is defined by the relevant laws, the Company's Articles of Association, the resolutions of the General Meeting and the Committee's rules of procedure.

Its members are elected by the General Meeting from the members of the Supervisory Board. Their term of membership is equivalent with their Supervisory Board membership.

An audit committee of maximum four members operates at the Company, whose members are elected by the General Meeting from the independent members of the Supervisory Board. One of its members shall be an auditor.

The tasks of the Audit Committee include the following:

- forming an opinion on the annual report prepared according to the Accounting Act;
- monitoring the audit of the annual report prepared according to the Accounting Act;
- making a recommendation for the appointment and remuneration of the auditor; preparation of the contract to be made with the auditor; signing the contract on the Company's behalf, based on the authorisation granted by the Articles of Association;
- reviewing the validation of the professional requirements and conflict of interest against the auditor, carrying out certain tasks related to co-operation with the auditor,
- monitoring any other services provided by the auditor to the Company in addition to the audit of the annual report prepared according to the Accounting Act,

and if it is necessary

- making recommendations to the Supervisory Board for taking measures;
- analysis of the operation of the financial reporting system and making proposals for the necessary measures to be made;



- assisting the work of the Board of Directors and the Supervisory Board for the proper control of the financial reporting system;
- and monitoring the efficiency of the internal audit and risk management system, in line with the division of tasks established with the Supervisory Board.

The Audit Committee shall inform the Supervisory Board that evaluates its work about its resolutions adopted at the meetings. It prepares a report on its annual work, to be discussed by the Supervisory Board. Before the annual General Meeting the Audit Committee forms its opinion on the annual report and forwards it to the Company's Board and Supervisory Board.

The Audit Committee has published its Rules of Procedure, as well as its members' CV, covering their competences and independence, on the Company's website: <u>https://www.cigpannonia.hu/befektetok/tarsasagiranyitas</u> <u>https://www.cigpannonia.hu/rolunk/vezetoseg/eletbiztosito</u>

#### Bodies assisting the management

#### Management Meeting

The Management Meeting supports the operational level decision-making of the Company (Operative Management Meeting). This Committee has no decision-making powers; in the issues discussed by the Committee, the CEO passes decisions individually. It is the Management Meeting's task to assist the operational management, to coordinate individual tasks, furthermore to submit preparatory and information materials for the Board' decision-making activities, in particular concerning issues, about which the CEO, any other identified senior manager of the organisation must report to the Board or the General Meeting.

The Management Meeting consists of permanent and ad hoc members. The heads of IT, HR and Risk Management, as well as project managers report regularly in accordance with its agenda. The operative management has decided to pay special attention to Risk Management, and pursuant to this decision Risk Management appears



in a committee form from the year 2021 on a weekly basis and with a particular focus as a part of the Operative Management Meeting.

Minutes are drawn up in meetings that contain, apart from the essence of that meeting, the tasks raised and the responsible persons, as well as the deadlines.

#### Members of the Company's management

The following is a list of those senior managers at the Company beyond the Board and the Supervisory Board members whose expertise and experience have an important role in 2021 in the success of the Company.

Dr. Gábor Dakó, Deputy Chief Executive Officer for Corporate Governance and **Prudential Compliance** Zoltán Kőrösi, Deputy Chief Sales Officer, Bank Insurance Árpád Szűcs, Deputy Chief Financial Officer Zoltán Baghy, Regional Head of Sales Dr. Pál Búzás, Risk Management Officer Dr. Antal Csevár, Chief Legal Advisor Dr. Katalin Déri, Compliance Officer Réka Farkas, Event, Marketing and Communications Director Dr. Katalin Halász, Senior Medical Officer Zsolt Kantavári, Claims Director Béla Kedves, Regional Head of Sales Dr. Dávid Kozma, Chief Legal Advisor Antal Kóka, Retail Business Director Dr. Erika Marczi, Head of Internal Audit Nikolett Máriás, Chief Accountant Ágnes Nagy, Independent Sales Channel Sales Director Dr. Imre Pintér, Senior Legal Advisor, AML Reporting Officer Gábor Solymosi, Head of Alternative Sales Géza Szabó, Chief Actuary Boglárka Szula, Reinsurance Director, Alexandra Tóth, Chief Financial Officer and Chief Accounting Officer,



Attila Zánkai, IT Director

#### **Data Qualification Committee**

The Data Qualification Committee is an ad hoc body consisting of the Investor Relations Officer, the Chief Legal Advisor both CEOs and the Deputy Chief Executive Officer for Corporate Governance and Prudential Compliance. It is the task of the Data Qualification Committee to establish whether a given piece of data or information whose qualification is ambiguous is Classified Information, more precisely Inside Information, based on its content. Depending on the nature of the data or information, the Data Qualification Committee shall classify it without delay, but as soon as possible, paying particular attention to the time limits and framework for the publication of the relevant sectoral legislation, and shall inform the parties concerned of the result of the classification without delay and, if the legal conditions exist, initiate the publication of the information.

Members: Dr. István Fedák CEO, Zoltán Polányi CEO, Dr. Dávid Kozma Chief Legal Advisor, Dr. Gábor Dakó Deputy Chief Executive Officer for Corporate Governance and Prudential Compliance, Emese Stodulka Corporate governance manager.

System of internal controls

The system of internal controls is operated at the Company in accordance with the applicable laws and the relevant recommendations. In particular: Directive 2009/138/EC of 25 November 2009 of the European Parliament and the Council on the taking-up and pursuit of the business of Insurance and Reinsurance (known as Solvency II), Commission Delegated Regulation (EU) 2015/35 (known as addition to Solvency II), and Recommendation No. 27/2018 (XII.10.) of National Bank of Hungary on the development and operation of internal defence lines and on the management and control functions of financial institutions and recommendation No. 17/2019 (IX.20.) on the governance system of insurance companies and reinsurance companies. The internal defence roles and individual responsibilities of organizational units and officers



constituting the internal defence lines are defined in policies; these roles and responsibilities have also been added to the job descriptions of the relevant persons.

#### Internal audit system

The internal audit system comprises control mechanisms incorporated into processes at the Company, management controls and the independent internal auditor. The internal auditor's is overseen by the Supervisory Board from a professional point of view.

Audits are performed by the Internal Auditor. They involve a comprehensive audit of the business activities, their analysis and assessment, identification of interfering circumstances and irregularities, the initiating of measures, the carrying out of examinations defined by law and internal rules, the completion of targeted examinations, general examinations and ensuring that the experience gained is used in practice. The responsibilities of the internal auditor is limited to examining whether the Insurer operates in accordance with internal procedures as well as examining insurance activity from the perspective of legality, security, transparency and expedience. The internal auditor examines the accuracy and completeness of reports and data supplied to the Supervisory Authority by the Company at least on a quarterly basis. The internal auditor is required to send the internal auditor's reports to both the Supervisory Board and the Board, and, if there is a supervisory audit, the internal auditor must make these reports available to those carrying out the audit. The employer's rights concerning the internal auditor are exercised by the Chairman of the Board.

The Company's internal audit function has an audit manual and a three-year rolling audit plan. After an internal auditor's report is approved by the Supervisory Board, the findings of the report are discussed and continuously monitored by the Management Meeting. Internal audit monitors every month the implementation of the tasks specified in its reports. After supervisory audits have been closed, the Company will examine in every quarter the risk assessment prepared by the Supervisor on the Company and the Head of the Internal Audit reports on this to the Supervisory Board.



The control of the administration, embedded in the work process, uses the four-eyes principle. Each transaction is approved by a different employee in the IIMS financial control system. In the financial field, performance is approved and payment is authorized by different persons.

#### **Risk Management Committee**

The principal task of the Risk Management Committee is to assist and support the Board in carrying out their risk management activity in accordance with the laws and other rules as well as the Articles of Association and internal regulations of the Company. In this framework the Risk Management Committee overviews, reviews, and analyses, regularly and as needed, the Company's risk management activity, and reports on t, and makes recommendations to the Board on the basis of its experience.

The Risk Management Committee comprises the members and invitees of the CEO Meeting, as well as the Chief Actuary, the Compliance Officer and the persons in charge of risk management.

Main tasks of the Risk Management Committee:

- monitoring and development of the risk management system covering the entire Company;
- monitoring of the implementation of the risk assessment guidelines adopted by the Board;
- monitoring of the implementation of the "risk appetite" principles defined by the Board (i.e. the magnitude and types of risks the organization is willing to accept)
- monitoring the risk management measures defined by the Board;
- improving the overall risk awareness of the organization;
- coordinating the operation of other units beyond the internal audit within the Company's organization that have audit functions and comparing their day-today practice with the principles defined by the Board;



- monitoring the pursuit of the Directive 2009/138/EC of the business of Insurance and Reinsurance (Solvency II) as well as the additional Directive;
- discussing and accepting the quarterly risk exposure reports prepared by the risk management associate;
- discussing the annual operational risk reports, making recommendations for action;
- evaluation of the live test results of the business continuation and disaster recovery plan;
- discussing and accepting the quarterly reports drafted by the Compliance Officer;
- discussing the risk management report prepared for the Board;
- developing actuary methodology;
- analysing the quarterly client complaint reports from the aspect of risk management;
- in connection with the auditing of the Company:
  - making recommendations for further measures concerning unresolved findings made by the internal audit function;
  - decision-making on accepting the existing risk or on adopting measures mitigating the risk in the case of internal audit findings not accepted by the responsible person;
  - $_{\odot}$   $\,$  monitoring the measures taken in response to the findings of the auditor and the NBH.

The Risk Committee regularly monitors all risks of the Company, it renders them on a Risk Map, determining the management options and the responsible persons.

#### **Risk Management Officer**

In order to comply with the Insurance Companies Act, an independent position has been created, that of the Risk Management Officer, who directly reports to the Chief Executive Officer. The role of the Risk Management Officer covers the following:



- in order to help the Company develop its risk strategy, the introduction and operation of a complex risk management system suitable for the identification, monitoring and reduction of risks in the fields of operation, projects and economic crime prevention;
- the establishment of risk reducing procedures, the monitoring of implementation and the follow-up of results are managed by the Risk Management Officer;
- the risk management system involves a management of tasks that is sufficiently documented, that is based on self-assessment, data measurement and regular analysis and also the results of expert analyses and that, in addition to the primary result of reducing risk, increases risk awareness concerning the Company's decision-making;
- the Officer verifies the calculations, assessments and reports created by the Risk Manager by signing them;
- performance of duties related to the operation of the system;
- the Board assesses the current risk levels in the specified areas of risks through a standard self-assessment discussion. The insurance company uses a two-level assessment, the result of the high-level assessment carried out with the involvement of the Company's management determines the list of areas in which a separate themed assessment is required;
- The risk management function identifies points of assessment in each risk area within its scope of powers for the purpose of determining risk levels (key risk indicators), and the affected business areas prepare a monthly report on the results of the assessment;
- The risk management function will evaluate the measured results, the trends and the external factors impacting risk and will prepare a quarterly report on the findings for the Board;
- On the basis of an annual plan of operation, the risk management function monitors the work processes constituting elevated risk and records any deficiencies in a manager's report. The Company will appoint a risk owner/a person to act to carry out the tasks arising from such findings and will set a deadline for completing the task. The risk management function will track the



risk that have arisen and the tasks related to their mitigation in the summary records of risk management and will inform the management of any backlog.

#### **Compliance Officer**

The compliance function (hereinafter the Compliance Officer) was also developed pursuant to the rules of the Insurance Companies Act. The Compliance Officer reports to the Chief Executive Officer directly; the Officer's scope of responsibilities include the identification and management of compliance risks that may arise due to the Company's failure to follow the relevant laws and any other applicable rule not qualifying as a law. Regulatory tasks of the Compliance Officer:

- defining the compliance areas and the scope of the related compliance rules;
- tracking of changes in regulation; conducting impact studies
- initiating the necessary changes.

Operation-related duties:

- monitoring compliance with the compliance rules and reporting any violation of them to the Supervisory Board and the Board;
- consulting the Company's management in connection with compliance issues;
- training the employees of the Company on compliance and keeping the relevant training materials up-to-date;
- fulfilling the notification obligation to the authorities (e.g. concerning conflicts of interest);
- issuing an opinion from the aspect of compliance before the launch of new products and procedures.

The Compliance Officer also performs the compliance task. In this context it reports at least once a year on compliance with legislation and by-laws to the Board and the Supervisory Board, with the detailed content specified by the provisions of the Insurance Companies Act.

#### Money Laundering Reporting Officer (appointed person)

Pursuant to Act LIII of 2017 on the Prevention and Combating of Money Laundering and Terrorist Financing (hereinafter: Anti-Money Laundering Act), the Company has



adopted and applies anti-money laundering and anti-terrorist financing norms on the basis of uniform principles. To carry out these tasks, a separate position has been created pursuant to the rules of the Anti-Money Laundering Act. The holder of this position is required to notify the authority acting as a financial information unit of any reported cases he/she may learn of.

The Officer's main tasks include:

- if the Officer obtains information concerning unusual transactions, he/she may request information about them from the employees, insurance brokers and will forward the information in the form of an official report;
- organizing training or further training held for the employees on a regular basis but at least once a year and informing them of current experiences;
- verifying running the filter systems;
- liaison with the designated units of the authority acting as a financial information unit, providing information about reported transactions and clients and also about non-reported contractual relationships and transactions in the case of an appropriate query (the query must be made in accordance with the requirements specified in all other applicable laws, including the Insurance Act and Act XIX of 2017 on Criminal Procedure);
- defining the purpose, content, order and rules of audits related to the prevention and combating of money laundering and terrorist financing.

The activities of the Money Laundering Reporting Officer are controlled by the Chief Legal Advisor.

#### **Data Protection Officer**

With the view to comply with Regulation (EU) 2016/679 of the European Parliament and of the Council on the protection of natural persons with regard to the processing of personal data and on the free movement of such data, and repealing Directive 95/46/EC (General Data Protection Regulation, hereinafter the GDPR), and to establish the processing of personal data, and the enforcement of the data subjects' rights, as well as the related liabilities, the Company has launched a Privacy Policy, and appointed a Data Protection Officer for the performance of data protection task. The Company



enters into and maintains business relations exclusively with businesses for data processing, insurance intermediary and outsourced activities that undertake to comply with the provisions of the GDPR and act in accordance with the Company's Privacy Policy. The Company publishes its data protection provisions on its website in all countries where it enters into consumer agreements in the framework of its crossborder activity.

The Company established and operates an internal online reporting system for data protection breaches.

#### Auditor

Section 71 (4) of the Insurance Act sets further tasks to the Company's auditor apart from auditing the annual accounts. The auditor checks

- the correctness of the Company's supervisory reports;
- compliance with the legislation and supervisory resolutions effective, prudent and independent ownership, and prudent operation;
- adequacy of the continuous record-keeping, data processing and reporting system;
- proper functioning of the control systems.

The main parts of the Auditor contract:

- the audit of the Company's individual financial statements in accordance with the International Financial Reporting Standards as adopted by the EU;
- the audit of the consolidated financial statements of the financial year 2020 in accordance with International Financial Reporting Standards as adopted by the EU;
- examination of the Company's supplementary report according to Article
   71 (4) to (7) of the Insurance Act.;
- examination of Company's data providing activity for the National Bank of Hungary under the provisions of the Insurance Act.;
- examination of compliance with Solvency II requirements.



The auditor regularly attended the Audit Committee's meetings, furthermore attended the Supervisory Board's meeting held on the annual accounts, furthermore the Board meeting discussing the content of the auditor's management letter.

The auditor has been elected for three years, which mandate will continue until the acceptance of the 2023 Annual Report.

#### Independence of the auditor

The Auditor of the Company is MAZARS Audit LLC (H-1123 Budapest, 8-14 Nagyenyed utca). In 2021, the Company issued no assignment to the auditor for additional activities at the Company beyond auditing, thus the independence requirement was met.

#### The Company's disclosure policy and policy on insider trading

The Company will comply with its disclosure obligations on shares marketed to the public in full compliance with Minister of Finance Decree 24/2008 (VIII.15.) PM on the Detailed rules of the disclosure requirements on securities marketed to the public, and the relevant provisions of the BSE's General Terms of Service.

The Company's disclosure locations:

- the Company's website (<u>www.cigpannonia.hu</u>),

- the website operated by the MNB (www.kozzetetelek.hu),

- and the website of the Budapest Stock Exchange Company Limited (www.bet.hu)

The Company's management decides on the year, based on the opinion from the Data Qualification Committee whether certain information affect the value or yield of CIGPANNONIA shares, and the Company's image directly or indirectly and its maturity justifies the publication.

The Company prohibits transactions by insiders and persons in close relationship with them in CIGPANNONIA shares during the period of prohibition, otherwise it sets no restrictions on them. Transactions by senior management are immediately disclosed by using the forms set out in the Regulation (EU) No. 596/2014. of the European Parliament and the Council of 16 April 2014 on market abuse and its Annexes.



#### Description of the manner of exercising shareholders' rights

Access to the annual accounts and resolutions of the General Meeting

At least 21 days before the General Meeting, the Company is required to publish, in accordance with the public announcement rules in the Articles of Association, the draft of the annual report prepared according to the Accounting Act, the key data of the report of the Board and the Supervisory Board, summary reports of the number of shares and voting rights at the time the General Meeting was convened (including summary reports for each share class), summary reports of the proposals concerning the issues on the agenda and the motions for resolutions. The Board shall provide all shareholders with all information regarding the items placed on the agenda, necessary for discussing such agenda items, in such a manner that the shareholders receive the necessary information no later than three days before the date of the General Meeting, upon their written request submitted at least eight days before the scheduled date of such General Meeting.

#### Right to request for information

Any executive officer may refuse to give information and provide access to documents if giving information and/or providing access to documents violate(s) the legal person's trade secrets or if the party requesting information exercises his right by abusing such right or refuses to make a declaration of confidentiality despite having been asked to do so. If the party requesting information considers the refusal of information unjustified, he may request the court of registration to order the Company to provide access to the information.

#### Right to propose agenda items

Where shareholders together controlling at least one per cent of the votes in the company limited propose certain additions to the agenda or a draft resolution related to an item on the agenda or to be added to the agenda in accordance with the provisions on setting the items of the agenda, within eight days after the publication of the announcement on the convention of the General Meeting, the Board shall publish an announcement on the supplemented agenda, or the draft resolutions submitted by



shareholders upon receipt of the proposal. The matter published in the announcement shall be construed to have been placed on the agenda.

Where shareholders exercised their right set out in this paragraph, then the Company publishes the agenda supplemented upon shareholder motion(s) and the draft resolutions submitted by the shareholders at the Disclosure Locations on the working day following the expiry of the deadline for exercising shareholders' rights.

#### Enforcement of the one-share-one-vote principle

Each dematerialized ordinary share, interest bearing share of HUF 33 (that is thirtythree Hungarian forints) face value entitles the shareholder to cast one vote at the General Meeting.

#### Right of representation and measures facilitating it

The shareholders of the Company may exercise their voting rights at the General Meeting in person or by proxy (acting on behalf of the organisation or a proxy). The executive officers of the Company, the members of the Supervisory Board and the Auditor may not act as a proxy.

A person acting as a proxy holder may hold a proxy from more than one shareholder; however, one shareholder may appoint only one proxy holder. The representative shall cast votes in accordance with the instructions issued by the appointing shareholder, any vote to the contrary shall be disqualified. If a shareholder has shares of the Company held in more than one securities account, the shareholder may appoint a separate representative for shares held in individual securities account, however, the casting of votes differently in respect of shares held by one and the same shareholder is not allowed. In the event of casting of votes shall be disqualified.

These provisions shall not affect the provisions of Act CXX of 2001 on the Capital Market on shareholders' representatives.

The form for issuing a proxy may be downloaded from the Company's website (<u>www.cigpannonia.hu</u>).

The proxy issued to the representative (including any authorisation issued on a form) shall be drawn up as an authentic instrument or a private document with full probative



value. Where the proxy is drawn up abroad, the proxy's formalities must also comply with the laws on the formalities and certification of documents issued abroad. Where the proxy is issued in a language other than Hungarian, a certified translation must also be attached. For shareholders other than private individuals the right of organisational representation of persons signing the proxy of the person acting for shareholders other than private individuals at the General Meeting must be certified during the registration preceding the General Meeting, and/or by upon sending the proxy issued on the form to the Company by an original document issued by a public register not older than 30 days, or its certified copy (e.g. a company extract) or a statement made at a public notary, furthermore a specimen signature of the person concerned must also be attached. Where the document on the verification of the right of representation is issued in a language other than Hungarian, a certified translation must also be attached. The proxy must be deposited at the latest during the registration before the commencement of the General Meeting.

#### **Rules related to holding the General Meeting**

#### Shareholder verification

In order to be able to attend the General Meeting, only persons may attend that were registered in the shareholder register by the second working day before the beginning of the General Meeting. At the General Meeting shareholders' rights may be exercised only by persons whose names are included in the register of shareholders at the time it is closed. No transfer of shares before the opening day of the general meeting affects the right of a person whose name is contained in the shareholder register from attending the general meeting and from exercising his shareholder's rights there.

The confirmation as to who is entitled to exercise shareholders' rights at the General Meeting takes place via a regular shareholder verification process. Hence, no shareholders' certificate needs to be issued for the General Meeting.

The Company asks a shareholder verification from KELER Zrt as the keeper of the shareholders' register by the time of the General Meeting as corporate event. Upon the convention of the General Meeting the Company shall announce a cut-off date for shareholder verification. The keeper of shareholder register deletes all the data in the



shareholder register valid as at the verification procedure, while simultaneously entering the data obtained as a result of the identification procedure into the shareholder register, then it closes it on the (3) third day following the shareholders' verification, on the basis of the data from the shareholders' verification. Other rules on shareholders' verification are laid down in the GTC of KELER Zrt, as effective at all times.

#### Registration at the General Meeting

Where conditions for attending and exercising the right to vote at the General Meeting as set out in the announcement on the invitation to the General Meeting, the shareholder or its representative (organisational or acting by proxy) may request its voting table at the venue of the General Meeting, during the registration preceding the General Meeting, subject to the verification of identity and the right to representation, following the verification of the shareholders' register and signing the attendance sheet; this table makes the shareholder eligible to vote and to attend the General Meeting. During the registration preceding the General Meeting the shareholder or its representative (organisational or acting by proxy) is required to verify his identity by a valid ID or passport.

#### Vote counting

The Company checks the quorum at the General Meeting upon voting on each proposed resolution. Accordingly, the shareholder may check-in and out during the entire duration of the General Meeting. The votes are counted by upholding the voting tables. The Vote Counting Committee is elected by the General Meeting. For each voting table the number of votes are established during the registration in a manner not to compromise the one-share-one-vote principle.

#### Venue and language of the General Meeting

The General Meeting is held in the Hungarian language, and usually at the Company's registered address.



To shareholders requesting it before the General Meeting in writing, the Company provides for entry opportunity for the shareholder's own interpreters to the General Meeting, subject to specifying the interpreter's name and particulars.

#### Publication of the General meeting's resolutions

The Company ensures that non-attending shareholders may become aware of the General Meeting's resolutions within half an hour, by way of publication.

#### **Remuneration statement**

On the recommendation of the Remuneration and Nomination Committee and with the unanimous opinion of the Supervisory Board, the Board of Directors approved the Remuneration Policy in a unified structure, which is set out in the SRD Act. § 2 (2), and as a result of the voting vote of the General Meeting it entered into force with effect from 19 April 2021 and replaced the remuneration policy system previously applied by the Company with effect from 24 April 2020.

The overall purpose of the remuneration policy is to contribute to the Company's business strategy, long-term interests and sustainability, and to explain in a clear and transparent manner how it intends to implement them.

The specific objective of the Remuneration Policy is for the Issuer to have a sufficiently detailed remuneration system defined by the regulatory environment due to its presence on the regulated market. This remuneration scheme is in line with, but NOT identical to, the Remuneration Regulation under Commission Delegated Regulation (EU) 2015/35 supplementing Directive 2009/138 / EC of the European Parliament and of the Council on the taking-up and pursuit of the business of Insurance and Reinsurance (Solvency II).

A specific goal is also that the Remuneration Policy with respect to the Company is defined in the SRD Act. Section 16 (1) of the Remuneration Policy, ie the rules for the number of personnel holding the position of Director as defined in the Remuneration Policy, and recognizes the performance of this group of personnel in a manner consistent with and conducive to the issuer's business strategy, stated objectives, and sustainability of development in both the medium and long term.



Another key objective of the Remuneration Policy is to provide the Company's Investors with accurate and factual information on the principles governing remuneration and the practice based on them pursuant to capital market regulations.

The Remuneration Policy promotes sound and effective risk management as part of the Company's remuneration system and does not encourage risk-taking within the Company or its subsidiaries that exceeds the risk limits of the Company and / or its subsidiaries.



Annex No. 2

# **Corporate Governance Declaration on Compliance with the Corporate Governance Recommendations**

As part of the Corporate Governance Report, by completing the following tables, the Company declares to what extent it applied in its own practice of corporate governance the recommendations and suggestions formulated in the different points of the Corporate Governance Recommendations (hereinafter referred to as: "CGR") published by the BSE.

By reviewing the tables, market participants may receive information on the extent to which the corporate governance practice of different companies meets certain requirements included in the CGR, and may easily compare the practices of the different companies.

In the Recommendations in part contain recommendations mandatory for all issuer and partly optional proposals. Issuers may depart both from both mandatory recommendations and optional proposals. In the event of departure from recommendations the issuers are required to disclose this departure in the corporate governance report and justify it ("comply or explain"). This allows issuers to consider sectoral and company specific needs. Accordingly, if applicable, an issuer departing from the recommendations may meet the corporate governance requirements. For proposals issuers must indicate whether they apply the relevant guideline or not and they have the possibility to justify any departure from the proposal.

The basic principle and objective of the corporate governance report is to report on the company's previous business year and reveal to what extent the issuer complied with Recommendations. However, recommendations may include recommendations and proposals pertaining to an event or incident that were not present at the issuer in the period in question. In accordance with the established practice YES could be answered to these "event type" questions if that event did not occur during the business year (for

example no dividend was distributed; or no shareholder observations were received to proposals before the General Meeting), however the company would have acted in accordance with the recommendation on the basis of the provisions of its Articles of Association, and its practice upon the occurrence of the relevant event. In such a case, the solutions best fitted with the principle of transparent operation is if the issuer indicates as an explanation next to a YES response that the event in question has not occurred during the previous business year but its appropriate treatment is ensured.

Level of compliance with the Recommendations

The Company should indicate whether it applies the relevant recommendation or not, and in the case of a negative answer, it should provide the reasons for not applying the given recommendation.

**1.1.1.** The company has an investor relations department or an appointed person performs these tasks.

Explanation:

**1.1.2.** The Company should publish its effective Articles of Association on its website. No Yes

Explanation:

**1.1.4.** In the event that the Articles of Association allow shareholders to exercise their rights in their absence, the Company should publish the methods and conditions of doing so, including all necessary documents.

Explanation:

Yes

**1.2.1.** It is recommended that the company provides access to the rules regarding the administration of the meetings and the exercise of the voting powers by its shareholders.

No

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Yes

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Yes Explanation:

Yes

Yes

Yes

Explanation:

Explanation:

Explanation:

**1.2.2.** The Company should publish the exact date when the range of those eligible to participate in a given company event (General Meeting, dividend payment, shares splitting, bonus shares issue etc.) is set (record date). At the time of setting this date, the Company should also publish the last day when the shares granting eligibility for participating in a given company event are traded.

**1.2.3.** The Company should hold its General Meetings at a place and time providing for maximum shareholder participation.

**1.2.6.** The Company should not restrict the right of shareholders with more than one securities account to designate a different representative for each of those accounts for the shares held there, at any General Meeting.

**1.2.7.** For proposals for the agenda items, the Board of Directors' draft resolution and also the Supervisory Board's opinion should be disclosed to the shareholders.

**1.3.3.** The Company should not restrict the rights of its shareholders attending a General Meeting to request information, add comments and submit proposals, and should not set any preconditions for these, provided that exercise of these rights does not lead to the obstruction of the correct and intended conduct of the General Meeting.

Yes

Explanation:

Yes

No

No

No

No

No



#### Explanation:

**1.3.4.** By answering the questions raised at the General Meeting, the Company should ensure compliance with the information provision and disclosure principles set out in legal and stock exchange requirements.

#### <u>Yes</u>

Yes

No

No

No

No

#### Explanation:

**1.3.5.** In the event certain questions at the General Meeting cannot be satisfactorily answered by the representatives of the Company's boards or by any relevant auditor present at the meeting, the Board of Directors should ensure that the answers are published within three working days following the General Meeting, unless this is contrary to the Company's interests.

Explanation: No such procedure took place in 2021.

**1.3.7.** In the event a proposal or proposal relating to a particular issue on the agenda has been submitted which the shareholders haven't had a chance to become familiar with before the General Meeting, the Chairman of the meeting should order a recess at his own discretion.

Explanation: No such procedure took place in 2021.

**1.3.8.1.** The Chairman of the General Meeting did not use a combined voting procedure for a decision related to electing and recalling executive officers and Supervisory Board members.

<u>Yes</u>

Yes

Explanation:

**1.3.8.2.** For executive officers or Supervisory Board members, whose nominations were supported by shareholders, did the Company disclose the identity of the supporting shareholder(s)

## Yes

Explanation: In 2021 no such motion was received from shareholders.

**1.3.9.** Prior to discussing agenda items concerning the amendment of the Articles of Association, the General Meeting should pass a separate resolution to determine whether to decide on each amendment of the Articles of Association by individual votes, joint votes, or votes combined in a specific way, to ensure the smooth and efficient conduct of the meeting.

Explanation:

Yes

Yes

Yes

**1.3.10.** The Company should publish the minutes of the General Meeting containing the resolutions, the description of the draft resolutions and any important questions and answers related to the draft resolutions within 30 days following the General Meeting.

Explanation: Section 1.5. (and related question) repealed<sup>1</sup>

**1.6.1.1.** Do the Company's publication guidelines cover the procedures for electronic, online disclosure?

<u>Explanation</u>:**1.6.1.2.** Does the Company design its website by considering the aspects of disclosure and the information of investors?

Yes

Explanation:

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No

No

No

No

 $<sup>^{1}</sup>$  Repealed by the amendment of Corporate Governance Recommendations as of 8 December 2020

**1.6.2.1.** Does the Company have an internal publication policy in place which covers the processing the information listed in Section 1.6.2 of the Recommendations? No Yes

**1.6.2.2.** Do the internal regulations of the Company cover the methods for the assessment of events judged to be important for publication?

**1.6.2.3.** Did the Board of Directors/Governing Board assess the efficiency of the publication processes?

Explanation: There was no efficiency assessment.

**1.6.2.4.** Did the Company publish the findings of the efficiency assessment of the publication process?

Explanation: There was no publication in the lack of the assessment.

**1.6.3.** Did the Company publish its annual company event calendar?

Yes No Explanation:

**1.6.4.** Did the Company publish its strategy, business ethics and policies regarding other stakeholders?

Explanation: The company has disclosed its strategy in its report while the business ethics and policies in its conflict of interests rules.

1.6.5. Did the Company publish the career information of Board of Directors / Governing Board, Supervisory Board and management members in its annual report or on the company website?

Yes

Yes

Yes

Yes

Explanation:

Explanation:

Yes

No

No

No

No



**1.6.9.2.** Did the Company disclose the share of the Board of Directors / Governing Board, Supervisory Board and management members in the securities issued by the Company, as well as the extent of their interest under the equity-based incentive

<u>Yes</u> Explanation:

system in the annual report or in some other way?

Explanation:

**1.6.6.** Did the Company publish all relevant information about the internal organisation and the operation of the Board of Directors / Governing Board and the Supervisory Board, about the work of the management, the assessments of these and the changes in the current year.

Yes

**1.6.7.** *Repealed*<sup>2</sup>

Yes

Explanation:

1.6.8. Did the Company publish its risk management guidelines and information about its system of internal controls, the main risks and the principles for their management?

Yes No Explanation:

**1.6.9.1.** Did the Company publish its guidelines relating to the trading of its shares by insiders?

Explanation: The Company has not adopted any regulations different from the MAR Regulation and intends to put no restriction on the share purchase of insiders outside the period of prohibition.



No

No

<sup>&</sup>lt;sup>2</sup> Repealed by the amendment of Corporate Governance Recommendations as of 8 December 2020

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**1.6.10.** Did the Company publish the relationship of Board of Directors / Governing Board, Supervisory Board and management members may have with third parties which could affect the operation of the Company?

**2.1.1.** Does the Company's Articles of Association contain clear provisions regarding the responsibilities and competences of the General Meeting and the Board of Directors / Governing Board?

**2.2.1.** Does the Board of Directors / Governing Board have a rules of procedure in place defining the organisational structure, the actions for arranging for and conducting the meetings, and the tasks regarding the adopted resolutions, as well as other issues related to the operation of the Board of Directors / Governing Board?

2.2.2. Does the Company publish the procedure used for nominating Board of Directors / Governing Board members and the principles for determining their remuneration?

Yes

Explanation:

**2.3.1.** Does the Supervisory Board provide a detailed description of its operation and duties, as well as the administrative procedures and processes followed by it, in its rules of procedure and work plan?

### Yes

Explanation:

**2.4.1.1.** Did the Board of Directors / Governing Board and the Supervisory Board hold meetings periodically at a predefined interval?

Explanation:

Yes

Yes

Explanation:

Yes

Explanation:

No

No

No

No

### Yes

Explanation:

**2.4.1.2.** Did the rules of procedure of the Board of Directors / Governing Board and the Supervisory Board provide rules for the conduct of meetings that cannot be planned in advance, and for decision-making using electronic telecommunications means?

**2.4.2.1.** Did board members have access to the proposals to be presented at the meeting of the respective board at least five days prior to the meeting?

**2.4.2.2.** Did the Company arrange the proper conduct of the meetings, the drawing up of the meeting minutes and management of the resolutions made by the Board of Directors / Governing Board and the Supervisory Board?

**2.4.3.** Do the rules of procedure provide for the regular or ad hoc participation of nonboard members at respective board's meetings?

2.5.1. Were the members of the Board of Directors / Governing Board and the Supervisory Board nominated and elected in a transparent process, and was the information about the candidates made public in due time before the General Meeting?

**2.5.2.** Does the composition and size of the boards comply with the principles set out in Section 2.5.2 of the Recommendations

### Explanation:

Yes

Explanation:

Yes

Explanation:

Yes Explanation:

Yes

Explanation:

Yes

No



No

No

No

No

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## Yes

Yes

Explanation:

**2.5.3.** Did the Company ensure that the newly elected Board of Directors / Governing Board and Supervisory Board members became familiar with the structure and operation of the Company and their tasks were carried out as members of the respective boards?.

No Yes Explanation:

**2.6.2.** Does the Company provide information about the tools which ensure that the Board of Directors / Governing Board assesses objectively the management's activities?

Yes

Explanation:

**2.6.3.** Did the Company publish its guidelines concerning the independence of its Governing Board / Supervisory Board members and the applied independence criteria on its website?

Yes

Explanation:

**2.6.4.** Does the Supervisory Board of the Company have any members who has held any position in the Board of Directors or in the management of the Company in the previous five years, not including cases when they were involved to ensure employee

Yes

Explanation:

participation?

No

No

No

to

No

**2.7.1.** Did members of the Board of Directors / Governing Board inform the Board of Directors / Governing Board and (if applicable) the Supervisory Board (or the Audit Committee if a uniform governance system is in place) if they, or individuals they have business relations with, or their relatives have interest in any business transactions of the Company (or any subsidiaries thereof) which excludes their independence?

#### Yes

#### Explanation:

**2.7.2.** Were transactions and assignments between members of boards/ members of the management/individuals closely associated with them and the Company/subsidiaries of the Company carried out in accordance with the Company's general business practice but applying more stringent transparency rules compared to general business practice, and were they approved?

#### Yes

Explanation:

2.7.3. Did board members inform the Supervisory Board / Audit Committee (Nominating Committee) if they had received an appointment for board membership or management position of a company not belonging to the Company Group?

Yes

Explanation:

2.7.4. Did the Board of Directors / Governing Board develop guidelines for the flow of information and the management of insider information within the Company, and monitor compliance with them?

Explanation:

Yes

**2.8.1.** Did the Company create an independent internal audit function that reports directly to the Audit Committee / Supervisory Board?

Yes

No

No

No

No

No

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2.8.2. Does Internal Audit have unrestricted access to all information necessary for carrying out audits?

2.8.3. Did shareholders receive information about the operation of the system of

**2.8.4.** Does the Company have a function ensuring compliance (compliance function)? Yes No Explanation:

2.8.5.1. Is the Board of Directors / Governing Board or a committee operated by it responsible for the supervision and management of the entire risk management of the Company?

Explanation:

**2.8.5.2.** Did the relevant organisation of the Company and the General Meeting received information about the efficiency of the risk management procedures?

2.8.6. With the involvement of the relevant areas, did the Board of Directors / Governing Board develop the basic principles of risk management taking into account the special idiosyncrasies of the industry and the Company?

### Yes

Explanation:

Explanation:

Yes

internal controls?

Yes

Yes

Yes

Explanation:

Explanation:

Explanation:

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No

No

No

No

# **2.8.7.** Did the Board of Directors / Governing Board define the principles for the system of internal controls to ensure the management and control of the risks affecting the Company's activities as well as the achievement of its performance and profit

Explanation:

2.8.8. Did internal control systems functions report about the operation of internal control mechanisms and corporate governance functions to the competent board at least once a year?

**2.9.2.** Did the Board of Directors / Governing Board invite the Company's auditor in an advisory capacity to the meetings on financial reports?

Explanation:

Yes

Explanation:

Yes

objectives?

Yes

No

No



#### Level of compliance with the Suggestions

The company should indicate whether the relevant proposal of the CGR is applied or not (- Yes / No)

The company the possibility to justify any departure from the proposal.

**1.1.3.** Does the Company's Articles of Association provide an opportunity for shareholders to exercise their voting rights also when they are not present in person?

Yes (Explanation: )

Yes

**1.2.4.** Did the Company determine the place and time of General Meetings initiated by shareholders by taking the initiating shareholders' proposal into account?

(Explanation: No such shareholder motion was received in 2020.

**1.2.5.** Does the voting procedure used by the Company ensure a clear, unambiguous and fast determination of voting results, and in the case of electronic voting, also the validity and reliability of the results?

(Explanation: )

**1.3.1.1.** Were the Board of Directors/Governing Board and the Supervisory Board represented at the General Meeting?

**1.3.1.2.** In the event the Board of Directors/Governing Board and the Supervisory Board was absent, was it disclosed by the Chairman of the General Meeting before discussion of the agenda began?

Yes (Explanation: )

## <u>Yes</u>

Yes

(Explanation:)

No

No

No

No

**1.3.2.1.** The Articles of Association of the Company did not preclude any individuals from receiving an invitation to the General Meetings of the Company at the initiative of the Chairman of the Board of Directors/Governing Board and being granted the right to express their opinion and to add comments there if that person's presence and expert opinion is presumed to be necessary or help provide information to the shareholders and help the General Meeting make decisions

Yes

(Explanation: )

**1.3.2.2.** The Articles of Association of the Company did not preclude any individual from receiving an invitation to the General Meetings of the Company at the initiative of shareholders requesting to supplement the agenda items of the General Meeting and from being granted the right to express their opinion and to add comments there.

(Explanation:)

**1.3.6.** Does the annual report of the Company prepared as specified in the Accounting Act contain a brief, easy-to-understand and illustrative summary for shareholders, including all material information related to the Company's annual operation?

(Explanation:)

**1.4.1.** In line with Section 1.4.1, did the Company pay dividend within 10 working days to those of its shareholders who had submitted all the necessary information and documents?

1.6.11. Did the Company publish its information in English as well, in line with the provisions of Section 1.6.11?

Yes (Explanation:)

Yes (Explanation: )

Yes

Yes

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No

No

No

No



**1.6.12.** Did the Company inform its investors about its operation, financial situation and assets on a regular basis, but at least quarterly?

<u>Yes</u>

No

<u>(Explanation: )</u>

**2.9.1.** Does the Company have in place internal procedures regarding the use of external advisors and outsourced activities?

Yes

No

<u>(Explanation: )</u>