



## **Division of tasks and responsibilities of the Members of the Management Board of DOM DEVELOPMENT S.A.**

---

The Management Board conducts all the affairs of the Company, except for those reserved by the Commercial Companies Code and the Articles of Association for the General Meeting of Shareholders or for the Supervisory Board.

The Management Board implements resolutions of the General Meeting of Shareholders and of the Supervisory Board.

The Management Board is responsible for the formulation and implementation of the Company's strategic goals.

The Members of the Management Board are responsible for conducting the Company's affairs in an appropriate manner.

The Members of the Management Board make their best efforts to perform their responsibilities with the full use of their knowledge and expertise, while retaining full loyalty to the Company.

The Members of the Management Board independently make decisions regarding their respective subordinate Corporate Divisions.



# Division of tasks and responsibilities of the Members of the Management Board of DOM DEVELOPMENT S.A.(2/3)

## President of the Management Board

Supervises the work of the Management Board and coordinates the work of the other Members of the Management Board

Key responsibilities of the President of the Management Board include:

- supervision of the Company's operating and financial activities,
- formulation of the Company's commercial and product policies,
- supervision of marketing and promotional policies,
- approving key employee management policies, in particular those concerning key managerial positions within the Company and its affiliates,
- shareholder supervision of subsidiaries,
- approval of the organizational structure and internal regulations of the Company,

The President of the Management Board supervises the following organisational units of the Company: Sales and Marketing Division, HR and Administration Division, IT Department.

## Vice-President of the Management Board/ Chief Financial Officer

Key responsibilities of the Vice-President of the Management Board/Chief Financial Officer include:

- formulation of financial policy for the Company and its subsidiaries
- supervision of the Company's budget and financial plans,
- management of the Company's assets,
- management of cash assets, receivables and liabilities,
- management of the risk hedging programme (responsible for the organisation of the internal control and supervision system),
- management and supervision of corporate issues and investor relations, including contact with the Warsaw Stock Exchange, National Depository for Securities and the Polish Financial Supervision Authority,
- research and analysis of the company's financial condition, overall exterior economic situation and its impact on the company's policy, presenting reports on the company's condition.

Also responsible for:

- negotiation and finalisation of key financial transactions such as borrowings and bond issues
- development of the company's medium-term financial plans and annual budget plans.

The Vice-President of the Management Board/Chief Financial Officer supervises the following organisational units of the Company: Financial Control, Internal Audit, Investor Relations, Cash Asset Management, Finance Department, Accounting Department, Financial Reporting.



# Division of tasks and responsibilities of the Members of the Management Board of DOM DEVELOPMENT S.A.(3/3)

## **Vice-President of the Management Board/ Chief Operating Officer**

Key responsibilities of the Vice-President of the Management Board/Chief Operating Officer include:

- formulation of the Company's investment policy,
- ensuring the Company's growth through securing land supply,
- supervision of the Company's operating and investment activities through:
  - land acquisition
  - procurement of general contractors
  - ensuring customer care
  - statutory and contractual warranties,
- responsibility for regulatory compliance with regard to all aspects of the Company's operations,
- supervision of the Company's efficiency management system

The Vice-President of the Management Board/Chief Operating Officer supervises the following organisational units of the Company: Real Estate Acquisition Division, Property Development Division, Customer Service Division, Legal Department.

## **Non-executive Member of the Management Board**

Key responsibilities of a Member of the Management Board include participation in decisions of the Management Board concerning the Company's operations, in particular those concerning the process of land acquisition and property development.