



**MANAGEMENT BOARD'S REPORT OF ACTIVITIES OF  
DOM DEVELOPMENT S.A. CAPITAL GROUP  
IN 2018**

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## **APPROVAL BY THE MANAGEMENT BOARD OF THE MANAGEMENT BOARD'S REPORT OF ACTIVITIES OF DOM DEVELOPMENT S.A. CAPITAL GROUP IN 2018**

This Management Board's report of activities of Dom Development S.A. Capital Group in 2018 was prepared and approved by the Management Board of the Company on 6 March 2019.

The Management Board of the Company represents that this Report of activities of Dom Development S.A. Capital Group in 2018 presents a true view of the development, achievements and situation of the Group, including the description of key threats and risks.

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Jarosław Szanajca,  
President of the Management Board

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Janusz Zalewski,  
Vice President of the Management Board

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Małgorzata Kolarska,  
Vice President of the Management Board

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Terry R. Roydon,  
Member of the Management Board.

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Mikołaj Konopka,  
Member of the Management Board



## INTRODUCTION

The joint stock company Dom Development S.A. (the "Company", the "parent company") is the parent company of Dom Development S.A. Capital Group (the "Group"). The Company has been entered into the National Court Register under number 0000031483 maintained by the District Court for the capital city of Warsaw, 12th Commercial Division of the National Court Register. The registered office of the Company is in Warsaw (00-078 Warsaw, pl. Piłsudskiego 3).

Dom Development S.A. public limited company was established in 1995 by a group of international investors, and Polish management staff joined it in November 1996. Participation of the international investors guaranteed implementation of Western European experience and standards as regards housing developments in the market where the Company operates.

As at 31 December 2018 the Company was controlled by Dom Development B.V. with registered office in the Netherlands which held 56.70% of the Company's shares.

## 1. GENERAL INFORMATION ABOUT DOM DEVELOPMENT S.A. CAPITAL GROUP

### 1.1. Group's Structure

The Group's structure and the Company's interest in the share capital of the entities comprising the Group as at 31 December 2018 is presented in the table below.

Entity	Country of registration	% of the share capital held by the parent company	% of the votes held by the parent company	Consolidation method
<b>Subsidiaries</b>				
Dom Development Grunty sp. z o.o.	Poland	46%	100%	full consolidation
Dom Development Kredyty sp. z o.o.	Poland	100%	100%	full consolidation
Dom Development Morskie Oko sp. z o.o. w likwidacji ( <i>under liquidation</i> )	Poland	100%	100%	full consolidation
Dom Development Wrocław sp. z o.o.	Poland	100%	100%	full consolidation
Dom Land sp. z o.o.	Poland	-	-	full consolidation
Euro Styl S.A.*	Poland	100%	100%	full consolidation
Euro Styl Development sp. z o.o.*	Poland	100%	100%	full consolidation
Mirabelle Investments sp. z o.o.	Poland	100%	100%	full consolidation
Dom Construction sp. z o.o.	Poland	100%	100%	full consolidation
M2 Biuro sp. z o.o.	Poland	100%	100%	full consolidation
M2 Hotel sp. z o.o.	Poland	100%	100%	full consolidation

\* Euro Styl S.A. is the parent company of the Euro Styl S.A. Capital Group, with non-controlling interests held by Euro Styl Development sp. z o.o. As a result of the acquisition of both these companies, Dom Development S.A. has full control over the Euro Styl S.A. Capital Group.

### 1.2. Activities of the Company and the Group

The main area of activity of the Company and the subsidiaries operating within the Group is the construction and sale of residential real estate. The Company has been operating, directly or through its subsidiaries, in the three markets of Poland. These are: Warsaw and Tricity with their surroundings, and Wrocław.

The development projects of the Group in Warsaw are carried out directly by Dom Development S.A. The construction of some development projects in the Warsaw market is run under a general contracting system with the execution contracted to professional third-party building companies. Since 2018, some investment projects of the Company have been carried out by Dom Construction sp. z o.o., which runs construction through the engagement of specialised subcontractors for specific types of construction works.

The development projects of the Group in Wrocław are carried out directly by Dom Development Wrocław sp. z o.o. The construction-related part of development projects in the Wrocław market is run predominantly under a general contracting system with the execution contracted to professional third-party building companies.

The development projects in the market the Tricity market are carried out by Euro Styl S.A. or through special purpose vehicles owned by the Euro Styl S.A. Capital Group ("Euro Styl Group"). The implementation of these projects and the sales is supervised by Euro Styl S.A. The projects of the Euro Styl Group (the construction-related part) are run by Euro Styl Construction sp. z o.o., an SPV operating within the Euro Styl Group which is involved in the management of construction activities by hiring a specialised subcontractors for individual types of building works.

#### **In the twelve-month period ended 31 December 2018:**

- The Company and the Group did not discontinue any of its activities.
- Establishment of Dom Construction sp. z o.o.  
In the first quarter of 2018, the Management Board of Dom Development S.A. decided to diversify the manner of developing projects by the Company. Dom Development S.A. projects have been developed by a third-party general contractor up until now. The Company intends to make use of the expertise and experience of Euro Styl S.A., a Tricity developer acquired in June 2017, which through its in-house contractor company has been successfully developing its projects. Dom Development S.A. will progressively introduce the development of projects with its own resources. Eventually, this is to complement the existing model of cooperation with third-party general contractors.  
For this purpose, a subsidiary company Dom Development Construction sp. z o.o. (current name: Dom Construction sp. z o.o.) was established on 13 March 2018, with 100% shares held by Dom Development S.A. The share capital of this company is PLN 100 thousand and has been paid up in full. This company was registered with the National Court Register (KRS) on 11 April 2018.  
The Management Board is of the opinion that the change in the manner of project development will allow it the current efficiency of the Company's operations to be sustained.
- Completion of winding up of Fort Mokotów sp. z o.o., w likwidacji (under liquidation)  
The joint venture Fort Mokotów Inwestycje sp. z o.o., w likwidacji (under liquidation) was wound up on 26 April 2018. As a result of the liquidation the Company received cash in the amount of PLN 484 thousand. The nominal value of the shares owned by the Company at PLN 1 960 thousand was reduced by the share revaluation write down, which on the date of winding up of the company and as at 31 December 2017 was PLN 1 960 thousand.
- Establishment of M2 Biuro spółka z o.o. and M2 Hotel spółka z o.o.  
On 11 December 2018 the Company created two limited liability companies under the business name of M2 office sp. z o.o. and M2 Hotel sp. z o.o. The share capital of both newly created companies was partially covered with non-cash contribution in the form of a share in the perpetual usufruct right to land and in the documentation, including the copyrights attached to this documentation. These companies were formed in connection with the planned sale by the Company of some land situated near Żwirki i Wigury street and Raławicka street in Warsaw and earmarked for hotel, office and service development, as disclosed by the Company in its current report no. 28/2016 of 28 July 2016.
- The Group did not make any other material capital investments within the framework of the Capital Group. All free cash was invested by the companies operating within the Group in short-term bank deposits.

### **1.3. Information on core products**

The main aim of the Group has always been the construction of affordable flats in the so-called popular segment (mid-market). The Group's offer is supplemented with other market segment products.

Currently, product assortment of the Company comprises multi-family buildings (flats and apartments), which can be divided into the following market segments:

- *Popular flats* (mid-market) – flats in residential buildings and housing estates are usually located outside of the immediate city centre, normally with at least 200 flats.
- *Apartments* (high-end) – apartments in residential buildings or small groups of buildings located in prime city centre locations and in popular residential districts, e.g. Żoliborz, Mokotów and Ochota in Warsaw, Oliwa in Gdańsk, Dolny Sopot, Orłowo in Gdynia or Biskupin in Wrocław.

Flats and apartments are offered in two standards: "turn-key" and unfinished. The unfinished flats/apartments are finished by buyers on their own account. Various finishing options are available for "turn-key" flats/apartments.

- Commercial space – mainly shops constructed by the Company as part of residential buildings. The revenues from the sale of such space account for an insignificant part of the total revenue but they enable the possibility to offer such facilities as shops, which increases the attractiveness of a given project.

In addition to this, the tasks of the companies operating within the Group include the management of some housing estates constructed under development projects conducted by the Group. Management will be performed only through a limited period of time, i.e. until the final management company is chosen by the common hold associations which take over the managerial duties from the Company or its Group companies.

In 2018, the Group's revenue from the sale of products and services related to real estate management were as follows:

<b>REVENUE STRUCTURE</b>	<b>01.01- -31.12.2018 in thousand PLN</b>	<b>01.01- -31.12.2017 in thousand PLN</b>	<b>Change 2018/2017</b>
Revenue from the sale of flats/apartments, houses and commercial space	1 626 709	1 374 938	18%
Revenue from the sale of real estate management services	11 016	9 018	22%
Revenue from other sales	16 208	20 727	(22)%
<b>Total</b>	<b>1 653 933</b>	<b>1 404 683</b>	<b>18%</b>

#### **1.4. Information on the markets, customers and sources of supply of production materials**

In 2018, the activity of the Company was mainly concentrated in Warsaw, and this activity was dominant in the operational structure of the entire Group. The share in the Warsaw market in respect of the number of units sold and delivered by the Group in 2018 was more than 70%. However, the Management Board of the Company continued its efforts to increase diversification of the Group's activities by developing the strategic growth potential of the companies operating in Wrocław and in the Tricity market.

The portfolio of offered apartment products and projects that were being prepared, was predominantly made up of investments in the popular segment, likewise in 2017. This has already been reflected in both, the sales structure in 2018 and the structure of planned investment projects.

In 2018, the Group also operated in the Wrocław market through its subsidiary, namely Dom Development Wrocław Sp. z o.o. In 2018, the operations of the Group in the said market focused on expanding the strategic potential through acquisitions of land for future residential developments. In the course of the 12 months of 2018, the Group's land bank assets have more than doubled, reaching some 1,000 units potential, with the number of units under construction increasing at the same time by more than 50%, to 467 units under construction as part of four development projects.

Since mid 2017 the Group has also been operating in the Tricity market, which it entered by acquiring Euro Styl S.A. Group. As a result of the acquisition the Group has a 10% share in the Tricity market, holding a leading position as a residential developer. In 2018, Euro Styl S.A. substantially increased the land bank assets through the purchase of plots in five locations, with the potential of over 1 400 units.

#### 1.4.1 Dom Development S.A. Capital Group sales structure

NUMBER OF PRODUCTS SOLD BY PRODUCT GROUPS	2018	2017	Change
Popular (mid-market) units	3 362	3 715	(10)%
High-end apartments and retail units (including luxury apartments)	240	260	(8)%
<b>Total</b>	<b>3 602</b>	<b>3 975</b>	<b>(9)%</b>

The Group does not depend on any of its customers because the sales are dispersed amongst a large, varied and changing group of buyers of residential and commercial units. The majority of the Group's customers are natural persons.

The sales in the table above covers signed preliminary agreements (including withdrawals) that are the measure for current scale of the Group's operations.

#### 1.4.2 Major contractors

The main costs incurred by the Group in the real estate development activity are the costs of construction services provided by third parties, not related to the Group, under a general contracting system and the purchase costs of land for the investment projects.

As regards the land, despite individual transactions of significant value, the Company does not depend on one supplier.

As regards the construction services, contractors are chosen in internally organised tender procedures. The Group uses the services of various construction companies operating in the Warsaw, Tricity and Wrocław markets.

In 2018, the Group reported turnover with a value of at least 10% of total consolidated sales revenue with the following business partners:

CONTRACTOR	01.01- -31.12.2018 in thousand PLN
UNIBEP S.A.	208 587



## 2. OPERATIONS OF DOM DEVELOPMENT S.A. CAPITAL GROUP

### 2.1. Operations of Dom Development S.A. Capital Group in 2018

In 2018 the Group continued its development activities, being the construction and sale of residential real estates. Construction projects were run predominantly under a general contractor system, with the works contracted to specialist third-party building companies, as well as Dom Construction Sp. z o.o. and Euro Styl Construction Sp. z o.o. operating within the Group.

There are sixteen development projects that are simultaneously conducted by the Group. The Management Board of the Company regularly reviews and gives its opinion on:

- current projects during their implementation in relation to both, the progress of construction works, and current and anticipated sales revenue,
- the best possible manner in which the plots of land from the land-bank may be used and adjustment of the product offer to best meet the expectations and demand in the market,
- the potential plots of land which may be purchased for further development projects to be carried out in the following years, also in major Polish cities other than Warsaw,
- optimization of financing of the Group's operating activities.

#### 2.1.1 Development projects commenced and completed

In 2018, the following material changes in the portfolio of the Group's real estate development investments under construction took place:

Projects where the construction commenced in the period from 1 January 2018 until 31 December 2018:

Project	Company	Standard	Number of apartments	Number of commercial units	Started in
Cybernetyki 17, phase 3	Dom Development S.A.	Popular	240	-	Q1 2018
Regaty, phase 2	Dom Development S.A.	Popular	198	2	Q1 2018
Amsterdam, phase 3	Dom Development S.A.	Popular	188	14	Q1 2018
Apartamenty Dolny Mokotów	Dom Development S.A.	Apartments	148	5	Q1 2018
Studio Arte	Dom Development Wrocław Sp. z o.o.	Apartments	51	1	Q1 2018
Spektrum, building D	Euro Styl S.A.	Apartments	152	5	Q1 2018
Spektrum, building C	Euro Styl S.A.	Apartments	64	11	Q1 2018
Rezydencje Marina Mokotów	Dom Development S.A.	Apartments	91	6	Q2 2018
Apartamenty Marina Mokotów	Dom Development S.A.	Popular	215	7	Q2 2018
Żoliborz Artystyczny, phase 10	Dom Development S.A.	Popular	261	12	Q2 2018
Port Żerań, phase 2	Dom Development S.A.	Popular	330	-	Q2 2018
Idylla 1	Dom Development Wrocław Sp. z o.o.	Popular	83	-	Q2 2018
Mezzo, building B1	Euro Styl S.A.	Popular	82	-	Q2 2018
Mezzo, building B2	Euro Styl S.A.	Popular	76	-	Q2 2018
Idea building 8	Euro Styl S.A.	Apartments	38	-	Q2 2018
Beauforta, building B4	Euro Styl S.A.	Popular	18	3	Q2 2018
Beauforta, building B5	Euro Styl S.A.	Popular	36	-	Q2 2018
Beauforta, building B6	Euro Styl S.A.	Popular	27	-	Q2 2018
Beauforta, building B7	Euro Styl S.A.	Popular	24	3	Q2 2018
Wille Taneczna 2	Dom Development S.A.	Popular	81	-	Q3 2018
Stacja Grochów, phase 1	Dom Development S.A.	Popular	138	10	Q3 2018
Zielony Południk building B2	Euro Styl S.A.	Popular	26	-	Q3 2018
Zielony Południk building B3	Euro Styl S.A.	Popular	26	-	Q3 2018
Apartamenty Marina Mokotów, phase 2 stage 1	Dom Development S.A.	Popular	215	7	Q4 2018
Apartamenty Marina Mokotów, phase 2 stage 2	Dom Development S.A.	Popular	205	20	Q4 2018
Wilno 3, phase 4	Dom Development S.A.	Popular	116	-	Q4 2018

Project	Company	Standard	Number of apartments	Number of commercial units	Started in
Wilno 3, phase 5	Dom Development S.A.	Popular	46	-	Q4 2018
Idea building 9	Euro Styl S.A.	Apartments	58	-	Q4 2018
Locus building 1	Euro Styl S.A.	Popular	54	5	Q4 2018
Piękna 21	Dom Development Wrocław Sp. z o.o.	Popular	196	4	Q4 2018
<b>Total</b>			<b>3 483</b>	<b>115</b>	

Projects where the construction was completed in the period from 1 January 2018 until 31 December 2018:

Project	Company*	Standard	Number of apartments	Number of commercial units	Completed in
Premium 3 (phase 2, stage 1)	Dom Development S.A.	Popular	134	-	Q1 2018
Apartamenty Włodarzewska 30	Dom Development S.A.	Popular	114	9	Q1 2018
Moderna, phase 4	Dom Development S.A.	Popular	189	-	Q1 2018
Klasyków Wille Miejskie 2, phase 2	Dom Development S.A.	Popular	204	-	Q1 2018
Aura 2	Dom Development Wrocław Sp. z o.o.	Popular	172	-	Q1 2018
Idea building 4	Euro Styl S.A.	Apartments	31	-	Q1 2018
Amsterdam, phase 1	Dom Development S.A.	Popular	53	7	Q2 2018
Forma, phase 1	Dom Development S.A.	Popular	89	6	Q2 2018
Futura Park, building 09	Euro Styl S.A.	Popular	39	3	Q2 2018
Impuls, building D	Euro Styl S.A.	Popular	146	7	Q2 2018
Wilno VI, phase 1	Dom Development S.A.	Popular	300	9	Q3 2018
Premium 5, phase 3	Dom Development S.A.	Popular	109	4	Q3 2018
Cybernetyki 17, phase 1	Dom Development S.A.	Popular	145	1	Q3 2018
Osiedle Viridis building A2	Euro Styl S.A.	Popular	42	-	Q3 2018
Impuls, building C	Euro Styl S.A.	Popular	55	-	Q3 2018
Spektrum, building B	Euro Styl S.A.	Popular	169	-	Q3 2018
Nowy Horyzont building 12	Euro Styl S.A.	Popular	38	-	Q3 2018
Kwartet (Macierzy Szkolnej)	Euro Styl S.A.	Popular	27	-	Q3 2018
Apartamenty Mokotów nad Skarpą 2	Dom Development S.A.	Apartments	190	-	Q4 2018
Apartamenty Park Szczęśliwicki	Dom Development S.A.	Apartments	46	0	Q4 2018
Dom na Bartyckiej	Dom Development S.A.	Popular	127	4	Q4 2018
Cybernetyki 17, phase 2	Dom Development S.A.	Popular	236	11	Q4 2018
Moderna, phase 3	Dom Development S.A.	Popular	163	24	Q4 2018
Premium 4, stage 2 phase 2	Dom Development S.A.	Popular	248	0	Q4 2018
Forma, stage 2 phase 1	Dom Development S.A.	Popular	192	7	Q4 2018
Port Żerań, phase 1	Dom Development S.A.	Popular	361	1	Q4 2018
Regaty, phase 1	Dom Development S.A.	Popular	69	3	Q4 2018
Wille Lazurowa, phase 2	Dom Development S.A.	Popular	102	-	Q4 2018
Wilno 6, phase 2	Dom Development S.A.	Popular	209	2	Q4 2018
Nowy Horyzont building 11	Euro Styl S.A.	Popular	38	-	Q4 2018
Futura Park, building 7	Euro Styl S.A.	Popular	8	-	Q4 2018
Idea building 5	Euro Styl S.A.	Apartments	54	8	Q4 2018
Spektrum, building A	Euro Styl S.A.	Popular	169	-	Q4 2018
Osiedle Viridis building A1	Euro Styl S.A.	Popular	32	-	Q4 2018
<b>Total</b>			<b>4 300</b>	<b>106</b>	

\* The projects allocated to Euro Styl S.A. also include investments developed by entities from the Euro Styl S.A. Capital Group

### 2.1.2 Current and future development projects

As at 31 December 2018, there are 37 projects under development at the Group with 4 413 units to be built (apartments and retail units) in total. The new development projects with the potential of 7 609 units in total are defined and planned by the Group.



### **2.1.3 Agreements significant for the business activity of the Group**

In the financial year 2018, the Group companies did not enter into any major agreements with non-Group companies.

### **2.1.4 Agreements with shareholders**

Dom Development S.A. Capital Group has no information on any possible agreements between the shareholders concluded in 2018.

### **2.1.5 Cooperation agreements**

In 2018, Dom Development S.A. Capital Group did not conclude any significant cooperation agreements with other entities.

### **2.1.6 Transactions with related entities**

All transactions made by the Company or its subsidiaries with related entities are based on the arm's length principle.

Transactions with the related entities are presented in note 7.43 to the consolidated financial statements for the period ended 31 December 2018.

### **2.1.7 Litigations**

As at 31 December 2018 the companies operating within the Group were not a party to any material court cases.

## **2.2. Risk factors, development strategy, and prospects for the Company and the Group**

### **2.2.1 Significant risk factors and factors important for development of the Company and the Group**

External and internal factors essential for the development of the Company and the Group, and the associated risks.

#### **Macroeconomic factors**

The Company's and the Group's business activities are significantly affected by global developments, and in particular by their impact on the Polish economy. The most important macroeconomic factors for the financial condition and results of the Company and the Group include: economic growth rate (risk of growth deceleration), unemployment rate (risk of growing unemployment), position of financial institutions (risk of a deterioration of the financial standing of these institutions). The business activities of the Company and the Group are affected by the following macroeconomic factors, which have an impact on the state of the Polish economy: GDP, level of investments, household income, interest rates, inflation, unemployment, and the condition of the real estate market.

In 2018, the macroeconomic environment had a positive effect on the activities of the Company and the Group. The key positive factors for the housing market were the continuing record-low interest rates and the very good situation in the labour market. In Warsaw, Wrocław and Tricity, the unemployment rate was around the natural rate, while salaries were gradually increasing. The Management Board expects that these favourable conditions will continue in the year 2019.

#### **Situation in the construction industry**

Real estate development is inextricably linked to the construction sector. The demand for building services and materials has increased due to prosperity in the real estate industry. Despite strong demand, the situation in the construction industry was difficult, in particular in the first half of 2018, as higher demand pushed the costs up, which given the multi-month term of construction contracts meant that a large number of general contractor agreements concluded in 2017 were no

longer profitable. Another problem facing the construction industry was shortage of labour, in particular qualified workers. This caused delays in the delivery of numerous development projects.

The position of the construction industry stabilised and improved in the second half of 2018 -- the cost increases slowed down, just as the investment activity of many developers, which resulted in an increased availability of subcontractors, especially those involved in the initial stages of building projects. The Management Board of the Company expects that in the next few months a gradual improvement in the availability of workers specialised in further phases of the construction process, too.

The situation in the construction industry is the source of the following risks related to the activities of the Company and the Group: the risk of increased costs, the risk of delays in the implementation of development projects and the risk of lowered quality of the units offered.

The Management Board of the Company believes that the problems faced by the construction industry had only a very limited impact on the Company's and the Group's operating and financial result. By boosting the role of our internal general contractor services, primarily through the establishment of Dom Construction Sp. z o.o., the Company and the Group have managed to optimise the costs of development projects carried out, while at the same time satisfying their timeliness and maintaining the existing high quality. Furthermore, thanks to a prudent sales policy and a professional investor's supervision, the projects carried out by the Company and the Group with construction works outsourced to third-party general contractors were completed on time and with a satisfactory margins.

The Management Board of the Company is of the opinion that the situation in the construction industry was a factor with significant impact on the activities of the Company and the Group in 2018, in particular in the first half of the year. In subsequent months, the situation stabilised and even improved, and such conditions should continue also in 2019.

### **Availability of mortgages**

In 2018, access to mortgages was relatively high. The interest rates on a mortgage were stable in the past year, at values around the historic minimum. Growth in salaries and low inflation had a positive impact on the disposable income of households, thus increasing creditworthiness.

The mortgage experienced a high growth both in the number and (most importantly) in the value of new mortgages granted. The increase in the average value of mortgage was mainly due to the rising real estate prices and higher wages.

The volume of new bank loans substantially picked up in 2018 as compared to 2017, although the majority of real estate purchases were still made by cash. At Dom Development S.A., cash transactions accounted for approximately 40% of sales in the previous year.

An improved labour-market situation in the cities where the Dom Development S.A. Capital Group operates as well as the signals coming from the NBP that the historically low interest rates will be maintained during the next quarters suggest that the mortgage availability in 2019 will remain at a level close to the existing one.

### **Foreign exchange risk**

As Recommendation S issued by the Polish Financial Supervision Authority came in effect early in January 2014, foreign exchange loans are to be provided only when majority of income is earned in a specific currency. This is to prevent speculations and reduce foreign exchange risk.

The historic foreign currency loans that were taken at lower exchange rates than they are at the present due to PLN depreciation against EUR or CHF, often exceed the real value of the properties bought that constitute security for mortgages. Nevertheless, the rising real property values and the persistence of the exchange rate of the Swiss franc at a level below PLN 4 had a major positive impact on the ability of persons with loans denominated in this currency to pay off their mortgage in Swiss francs or euros with the proceeds from the sale of the encumbered property and the purchase of a dwelling corresponding to their current needs.

### **Concentration of operations in the Warsaw market**

The Company's present activity is concentrated in the Warsaw market. This makes results of the Company and the Group highly dependent on the situation in this market. However, the Management Board of the Company is of the opinion that in the long-term this will be the most dynamic residential real estate market in Poland, and the Group already has a well-established position and therefore the possibility of further development.

The current situation in the Warsaw market featured a limited availability of land for new investment projects, due to exorbitant offer prices of plots and their complicated legal status, as well as protracted procedures relating to the acquisition of administrative permits. All these interfere with the smooth running of property development business in this market. These difficulties may translate into reduced supply of new dwellings, which in the conditions of strong demand aided by migration can result in a drastic surge in real property prices in the Warsaw market.

In 2018 the Company continued the strategy of diversifying its Group activities by increasing its growth potential in the Tricity and Wrocław markets. It should be expected that in the upcoming years these markets will increase their respective share in the Group's operating activities and financial results. Activities outside Warsaw are conducted through the Company's subsidiaries, i.e. the Euro Styl S.A. Group operating in the Tricity market and Dom Development Wrocław Sp. z o.o.

### **Opportunity to purchase land for new projects**

The future success of the Group is founded on the ability to continually and effectively acquire attractive land for new development projects at the right times and competitive prices. This will allow the generation of satisfactory project contributions. A limited supply of land in prime locations where the legal status is not a hindrance means that the ability to acquire new land is a significant source of competitive advantage in the real estate development market.

The housing market upturn resulted in an increased demand for land, therefore in order to maintain the volume and quality of the offer, developers must regularly replenish their land banks. Land prices went up driven by fierce competition for investment properties. The Management Board places great emphasis on acquiring affordable land for new investments so that the Group has broad and varied real estate reserves that secure its activity for at least the next two years. The Group's success in securing the land bank for the purpose of new projects is predominantly due to the experience of the Group's personnel and significant cash resources that allow for the quick closing of even the largest transactions.

### **Administrative decisions**

The nature of real estate development projects requires a number of licenses, approvals and arrangements to be obtained by the Group at every stage of the development process. Despite significant caution applied in the project execution schedules there is always a risk of delay in their obtainment, challenges of decisions which have already been issued (also due to appeals with no consequences for appellants) or even failing to obtain them. All these affect the ability to conduct and complete the executed and planned projects.

The fundamental activity adopted by the Group so as to reduce the exposure to market risks is proper assessment of potential and control of current development projects based on investment models and decision-making procedures developed in the Group. The adherence to such procedures is closely monitored by the Management Board of the Company.

The activities of the Group are also affected by the administrative decisions at the central level.

### **Legislative changes**

Potential future changes in the legislation also constitute a risk that could directly or indirectly affect the Group's activities and results. In particular, these risks include the possible introduction of compulsory contributions to the Developer Guarantee Fund. The Management Board considers, however, that the possible introduction of such an obligation is likely to impact the Company's and Group's activities to a lesser extent than the other market players, mainly due to the comfortable liquidity position of the Company and the Group, and also because they operate in high-margin markets and address their offering to buyers with relatively low price flexibility.

## 2.2.2 Strategy and growth potential of the Company and the Group

The Management Board of the Company has the following strategic goals:

- **Geographical diversification of business** - increasing the contribution of Wrocław and Tricity to the Group's operating and financial results, while maintaining the leading role of the Warsaw market.  
In the pursuit of that objective, in 2018 the Group acquired plots on which more than 1 400 units can be constructed as part of five projects in Tricity and over 900 units at four locations in Wrocław, thereby expanding its land banks in these markets by more than 40% and 150%, respectively.
- **Reduced project construction costs** while gaining greater control over maintaining the quality and timeliness of the execution of construction process by increasing the share of investment projects carried out in the framework of intra-group general contractor services.  
The main action taken by the Management Board towards this strategic objective in 2018 was the formation of Dom Construction Sp. o.o., which is the general contractor for the development projects carried out by the Company in Warsaw: Apartamenty Dolny Mokotów and the continuation of the Żoliborz Artystyczny project. In January of 2019, Dom Construction began the development of the prestigious Apartamenty Ogrodowa project in the Warsaw district of Wola.
- **Maintaining a comfortable liquidity position** and the ability to service its current liabilities, having the capability to respond swiftly to emerging investment opportunities by ensuring the availability of cash or credit lines and to raise long term financing in the form of bank loans and issue of bonds.  
The Company's Management Board takes proactive measures with a view to ensuring high liquidity and access to financing for the Company and the Group. As at 31 December 2018, the Group had PLN 317 380 thousand in cash and PLN 150 000 thousand in available credit lines, with the ratio of interest bearing debt to shareholders' equity at 7.5%. The liquidity position of the Company and the Group and their debt structure is positively assessed by the Management Board. In this respect the Dom Development S.A. Capital Group stands out against the rest of the sector, as reflected in the relatively low cost of financing for its operations.
- **Maximised return on equity** through carefully selecting for implementation development projects that guarantee a satisfactory margin and sustain a scale of operations appropriate for the Company's and Group's size.

The Management Board of the Company intends that the Group continues the current scope of operations. In order to ensure a proper offer structure, the Group will continue to develop its land bank and balance the proportions between land owned on the left and right bank of the Vistula river in Warsaw and continue to search for attractive land in Tricity and Wrocław. The Group's offering will continue to be dominated by dwellings from the popular (mid-market) segment, which makes it possible to achieve the scale of operations relevant for the Company's and Group's organisational capacities.

When faced with a difficult situation and rising costs in the construction industry, the Company's Management Board will seek an increase in the scale of operations of general contractors that operate within the Group, namely Dom Construction Sp. z o.o. and Euro Styl Construction Sp. z o.o.

The above-mentioned measures taken by the Management Board will be continued in 2019. In addition to this, in the next twelve months Dom Development S.A. Capital Group will focus on the further maximisation of the margin, expecting sales volume at the Group to stabilise. The Management of the Company expects to maintain the same scale of operations of the Group in 2019.

### 3. FINANCIAL SITUATION OF THE CAPITAL GROUP, FINANCE MANAGEMENT

#### 3.1. Basic economic and financial figures disclosed in the annual consolidated financial statements of the Group for 2018

##### 3.1.1 Selected data from the consolidated balance sheet

##### Assets

Structure of the Group's assets as at 31 December 2018, and changes as compared to the figures as at the end of 2017:

ASSETS	31.12.2018 in thousand PLN	Share in assets	31.12.2017 in thousand PLN	Change 2018/2017
<b>Total fixed assets</b>	<b>49 940</b>	<b>2%</b>	<b>30 785</b>	<b>62%</b>
<b>Current assets</b>				
Inventory	2 113 540	83%	1 989 052	6%
Trade and other receivables	52 768	2%	35 428	49%
Other current assets	5 325	<1%	3 971	34%
Cash and cash equivalents and Short-term financial assets	317 380	13%	331 159	(4)%
<b>Total current assets</b>	<b>2 489 013</b>	<b>98%</b>	<b>2 359 610</b>	<b>5%</b>
<b>Total assets</b>	<b>2 538 953</b>	<b>100%</b>	<b>2 390 395</b>	<b>6%</b>

Structure of the Group's assets has not materially changed as compared to the figures as at the end of 2017.

##### Equity and liabilities

Structure of the Company's shareholders' equity and liabilities as at 31 December 2018, and changes as compared to the figures as at the end of 2017.

EQUITY AND LIABILITIES	31.12.2018 in thousand PLN	Share in equity and liabilities	31.12.2017 in thousand PLN	Change 2018/2017
<b>Shareholders' equity</b>				
Share capital	24 968	1%	24 868	<1%
Share premium less treasury shares	241 788	9%	238 388	1%
Reserve and supplementary capitals, and accumulated unappropriated profit (loss)	779 717	31%	739 003	6%
<b>Total shareholders' equity</b>	<b>1 046 473</b>	<b>41%</b>	<b>1 002 259</b>	<b>4%</b>
Non-controlling interests	69	<1%	67	3%
<b>Total shareholders' equity</b>	<b>1 046 542</b>	<b>41%</b>	<b>1 002 326</b>	<b>4%</b>
<b>Liabilities</b>				
Total long-term liabilities	452 272	18%	410 701	10%
Total short-term liabilities	1 040 139	41%	977 368	6%
<b>Total liabilities</b>	<b>1 492 411</b>	<b>59%</b>	<b>1 388 069</b>	<b>8%</b>
<b>Total equity and liabilities</b>	<b>2 538 953</b>	<b>100%</b>	<b>2 390 395</b>	<b>6%</b>

The structure of the Group's liabilities did not change significantly throughout the year in 2018.



### 3.1.2 Selected data from the consolidated income statement

Consolidated income statement of the Group for the year ended 31 December 2018 as compared to 2017:

	01.01- -31.12.2018 in thousand PLN	sale %	01.01- -31.12.2017 in thousand PLN	Change 2018/2017
Sales revenue	1 653 933	100%	1 404 683	18%
Cost of sales	1 198 824	72%	1 018 947	18%
Gross profit on sales	455 109	28%	385 736	18%
Operating profit	282 019	17%	235 392	20%
Profit before tax	282 642	17%	236 232	20%
<b>Net profit</b>	<b>227 023</b>	<b>14%</b>	<b>190 787</b>	<b>19%</b>
Basic earnings per share (in PLN)	9.10		7.67	19%

In 2018, the Group recognized consolidated sales revenue of PLN 1 653 933 thousand, i.e. 18% higher than in the previous year and historically the highest ever in the Group. This was due to a record-breaking number of unit deliveries as 3 632 units were delivered to Group's customers in 2018.

As gross sales margin have remained unchanged since 2017 and was 27.5%, and due to slower growth rates for costs of sales and general administrative expenses, the growth was similar for the consolidated gross profit on sales, operating profit and consolidated net profit, which increased by 19% as compared to 2017, reaching the record high in the history of the Group at PLN 227 023 thousand.

### 3.1.3 Selected information from the consolidated cash flow statement

	(in thousand PLN)		Change
	2018	2017	
Cash and cash equivalents – opening balance	279 653	414 310	(33)%
Net cash flow from operating activities	232 787	198 136	17%
Net cash flow from investing activities	(43 340)	(212 921)	na.
Net cash flows from financing activities	(186 608)	(119 872)	na.
Cash and cash equivalents – closing balance	282 492	279 653	1%

The year 2018 opened with a cash and cash equivalents balance of PLN 279 653 thousand and closed with a balance of PLN 282 492 thousand. Therefore in the period from 1 January until 31 December 2018 the balance of cash increased by PLN 2 839 thousand.

In 2018, the Group recorded a net inflow of cash from the operating activities in the amount of PLN 232 787 thousand that is 17% more than in the preceding year.

The greatest difference in the Group's cash flows for 2018 has been that for investment activity. It predominantly has been a result of exceptionally high investment expenditures of the Group in 2017 associated with the acquisition of Euro Styl S.A. Capital Group with the carrying amount of net investment at PLN 265 473 thousand.

In 2018, the Group recorded a net cash outflow from the financing activities in the amount of PLN 186 608 thousand. The excess of financial outflow over the inflow is mainly due to the payment of dividends by the Company in the amount of PLN 189 760 thousand.

## 3.2. Forecasts

Both, Dom Development S.A. Capital Group and the parent company did not publish financial forecasts for 2018.



### 3.3. Finance management in the Group

In 2018, the finance management of Dom Development S.A. Capital Group in respect of construction of residential buildings was focused on seeking and structuring sources of external financing for the projects under construction and on maintaining a safe level of liquidity. The Management Board analyses the current and plans the future optimum financing structure on a regular basis in order to achieve planned ratios and financial results, and at the same time, to ensure liquidity and the comprehensive financial security of the Group. In 2018, the activities of the Group generated a positive result at each level of the income statement, thus reinforcing financial condition of the Group..

The Management Board is of the opinion that the net assets and financial results of the Dom Development S.A. Capital Group at the end of 2018 demonstrate the strong and stable financial position of the Group. This results from the well-established position of the Group in the housing market, appropriate operational experience and potential in place, both in terms of execution of residential development projects, and the sale and financing of these projects. The net assets and financial standing of the Group has been demonstrated by liquidity and debt ratios presented further in this report.

Having considered the situation in the Polish real estate market in recent years, the financial results achieved by the Group in 2018 can be considered very good. In 2018, the Group delivered 3 632 units (including apartments and retail units), i.e. 24% more than in 2017. This was the record breaking number of deliveries in the Group's history. Consequently, the consolidated net financial result of the Group for 2018 is significantly higher (by 19%) than the result recorded in 2017.

#### 3.3.1 Profitability ratios

The ratios showing profitability of the business activity pursued by the Group in 2018 have improved as compared to the previous year. The return on assets and equity have also increased, this is a result of a net profit growth of 19% with a much lower growth in assets and equity (up by 6% and 4% respectively).

PROFITABILITY RATIOS	2018	2017
Operating profit margin <i>EBITDA / net sales revenue</i>	17.6%	17.3%
Net profit margin <i>Net profit / net sales revenue</i>	13.7%	13.6%
Return on assets (ROA) <i>Net profit / total assets</i>	8.9%	8.0%
Return on equity (ROE) <i>Net profit / shareholders' equity</i>	21.7%	19.0%

#### 3.3.2 Liquidity ratios

Having considered the specifics of the real estate development industry with its long production cycle and tighter funding requirements for the companies operating in this sector, the Group has been in a comfortable financial position. This is due to a number of long-term decisions and actions taken by the Company's Management Board. These high ratios to a high extent result from the relevant financing structure applied, that is predominantly medium-term and long-term, as opposed to short-term and medium-term financing. The liquidity ratios are driven by decisions around financing of current investments (including decisions when to commence the construction of individual estates and concerning the product mix offered for sale) and the strategy of acquiring new land.

The Management Board considers the Group's liquidity to be very good. All the liquidity ratios presented below stood at the end of 2018 at a level close to these in the previous year. The Management Board is of the opinion that the credibility of the Group in the financial market is high which is reflected by relatively low cost of finance and diversified financing structure and by good relationships with banks and other financial institutions in the form of them providing the Group with loans and other forms of long-term finance (bonds).

LIQUIDITY RATIOS	2018	2017
Current ratio <i>current assets / short-term liabilities less deferred income</i>	5.99	5.77
Quick ratio <i>current assets less inventory / short-term liabilities less deferred income</i>	0.90	0.91
Cash ratio <i>cash and cash equivalents, and bank deposits with a maturity of over 3 months / short-term liabilities less deferred income</i>	0.68	0.68

### 3.3.3 Leverage ratios

Appropriate operating policy (i.e. proper commencement and pace of projects as well as controlled purchases of land) and conservative financing policy (the financing structure) maintained leverage ratios at adequate levels to support the business activity and maintain the creditworthiness of the Company and the Group. The debt ratios with values similar at the end of 2018 to those at the end of 2017 reflect the conservative approach of the Company's governing bodies to the sources of finance for operations.

LEVERAGE RATIOS	2018	2017
Equity ratio <i>shareholders' equity / total assets</i>	41.2%	41.9%
Liabilities to equity ratio <i>total liabilities / shareholders' equity</i>	142.6%	138.5%
Liabilities to assets ratio <i>total liabilities / total assets</i>	58.8%	58.1%
Interest bearing debt to equity ratio <i>interest bearing liabilities (including accrued interest) / shareholders' equity</i>	37.9%	39.5%
Net interest bearing debt to equity ratio <i>interest bearing liabilities (including accrued interest) less cash and cash equivalents, funds in escrow accounts, and bank deposits with a maturity of over 3 month / shareholders' equity</i>	7.5%	6.5%

## 3.4. Information on loans, bonds, borrowings, sureties and guarantees

### 3.4.1 Borrowings contracted or terminated

As at 31 December 2018 and 31 December 2017 the Company did not have any borrowings. The Company did not take or repay any borrowings in 2018 and 2017.

### 3.4.2 Loans contracted or terminated

In 2018, the companies operating within the Group have not entered into any loan agreements.

On 25 May 2018, the loan agreement between Euro Styl SA and PKO BP SA was terminated by agreement of the parties. In accordance with the agreement, the loan is due on 29 September 2018 and credit limit is PLN 12 500 thousand. This credit limit was not used up by Euro Styl S.A. This interest rate for this loan was set at WIBOR 3M plus bank's margin.

Details of the loans contracted by the Group have been presented in note 7.20 to the consolidated financial statements of the Company for 2018.

### 3.4.3 Bonds

On 26 March 2018, the Company redeemed 5 000 bearer bonds with the nominal value of PLN 10 000 each and the aggregate nominal value of PLN 50 million as maturing on this date.

On 9 October 2018, the Company issued 50 000 unsecured bonds with the nominal value of PLN 1 000 each and the aggregate nominal value of PLN 50 000 thousand. The maturity date for these bonds is 9 October 2023. The issue value equals nominal value of the bonds. The interest rate is set at WIBOR 6M plus margin, and will be paid semi-annually. No purpose for the bond issue was specified. The funds from the issue have been designated for current operations of the Company.

Details of the bonds issued and redeemed by the Group have been presented in note 7.21 to the consolidated financial statements of the Group for 2018.

### 3.4.4 Borrowings provided

The companies operating within the Group did not provide any borrowings in 2018.

### 3.4.5 Sureties provided and received

In 2018, the Company received a surety from CONECTA Plus Sp. z o.o. in respect of NEVI Spółka z ograniczoną odpowiedzialnością spółka komandytowa (NEVI Sp. z o.o. sp. k.; formerly NAILSEA Sp. z o.o.) for the return of advances received in a total amount of PLN 8 944 thousand.

The sureties provided by the Company in 2018 are presented in the table below.

Counterparty	Surety amount in thousand PLN
<b>Surety for contractual obligations of Dom Construction Sp. z o.o. , a Company's subsidiary</b>	
Konsorcjum Stali S.A.	2 500
Przedsiębiorstwo Produkcyjne Mas Betonowych BOSTA-BETON Sp. z o.o.	2 000
ArcelorMittal Distribution Solutions Poland Sp. Z o.o.	2 000
ULMA Construction Polska S.A.	1 500
VOLKSWAGEN LEASING GmbH	1 150
<b>Surety for contractual obligations of Dom Development Wrocław Sp. z o.o., a Company's subsidiary</b>	
KARMAR S.A.	7 000
BUDUS - Grupa PHMB Sp. z o.o.	82
<b>Surety for contractual obligations of Dom Development Kredyty Sp. z o.o., a Company's subsidiary</b>	
Bank Pekao S.A.	2 000
<b>Surety for contractual obligations of NEVIS Sp. z o.o. sp. k. (formerly NAILSEA Sp. z o.o.)</b>	
PPU PALISANDER Sp. z o.o.	1 273

### 3.4.6 Guarantees provided and received

The performance guarantees and retention bonds for defects and faults received by the Group companies in 2018 are presented in the table below:

Company	Guarantee type	Guarantee amount in thousand PLN
BUDIMEX S.A.	Bank guarantee	11 904
KARMAR S.A.	Bank guarantee	3 785
ERBUD S.A.	Bank guarantee	3 065
STRABAG Sp. z o.o.	Bank guarantee	2 609
UNIBEP S.A.	Bank guarantee	2 311
FUNDAMENTAL GROUP S.A.	Bank guarantee	880
KELLER-POLSKA SP. Z O.O.	Bank guarantee	327

The Group companies did not provide any guarantees in 2018.

### 3.5. Use of proceeds from the issue of securities

In 2018, the Company issued 100 000 ordinary bearer Y series shares with a nominal value of PLN 1.00 each. These shares were issued in a private placement as a result of the fulfilment of the commitments under Management Options Programme IV for Ms Małgorzata Kolarska, Vice President of the Management Board, which is described in more detail in note 4.9 to this report. Proceeds raised from the said shares issue, in the amount of PLN 3 500 thousand, will be used for financing current activities of the Company.

The Company issued new bonds to the amount of PLN 50 000 thousand in 2018. Information concerning the issue is presented in note 3.4.3 of this report. The proceeds from the issue of bonds will be used for the financing of current operations of the Company.

### 3.6. Assessment of the possibility to implement investment projects

#### Assessment of the possibility to implement investment projects, including capital investment versus the resources held, with consideration of possible changes in the financing structure of investment activity

The Dom Development S.A. Capital Group is fully capable of financing the currently executed investment projects. The Group intends to finance the execution of real estate development projects from the shareholders' equity, issue of commercial papers and bank loans. The Management Board attempts to adapt the maturity structure of the commercial papers issued and bank loans mainly to the duration of individual development projects, with particular consideration given to gradual replenishment of the land bank for future development projects.

The Group's capacity to implement investment projects was confirmed in 2018. The Management Board of the Company was able to bring about the payment of PLN 190 million in the form of dividends to shareholders while maintaining at the same time a high level of cash and a low ratio of net interest bearing debt to shareholders' equity. Dom Development S.A. Capital Group has significant financial resources and has a very good opinion at banks and bondholders, which results in high availability of external funding.

Currently, almost all activities of the Dom Development S.A. Capital Group are conducted directly in Dom Development S.A. The Group's development projects planned for the upcoming year mostly focus on maintaining the scale of operations in Warsaw while developing the subsidiaries operating in the Tricity and Wrocław.

An important step towards diversification of the Group's operations was the acquisition of Euro Styl S.A. Capital Group in 2017, and in turn Dom Development S.A. Capital Group being ranked third in respect of sales in the Tricity market. The Company's Management Board expects that the experience of Euro Styl S.A. management in conjunction with the resources of Dom Development S.A. Capital Group will ensure a stable leading position in the Tricity housing market.

The Management Board of the Company also expects an increase in the scale of operations of Dom Development Wrocław Sp. z o.o., through which the Group operates in the Wrocław market. The year 2018 was a period of intensive growth of the potential of the Wrocław-based subsidiary in respect of land purchases and team reinforcement. In 2019, an increased scale of operations should be expected as a result of the launch of construction projects and by offering new projects, and consequently growth in sales and strength of the Group in the Wrocław market.

An increased contribution of Euro Styl S.A. and Dom Development Wrocław Sp. z o.o. to the results of the Group should be expected in the upcoming years. The Management Board of the Company does not exclude the possibility of executing the projects through subsidiaries or jointly-controlled entities with the financing (special-purpose loans) for these projects being provided directly by those companies or through Dom Development S.A.

The continuation of the existing dividend policy, as a part of which the Company distributed 100% of the consolidated net profit of the Group for the years 2012-2017 serves as proof of the strength of the balance sheet of the Group and of the existing resources and sources of funding, which are sufficient to cover the investment plans of the Management Board.

### **3.7. Evaluation of factors and non-typical events affecting the result for the financial year**

#### **Evaluation of factors and non-typical events affecting the result for the financial year, including the extent to which these factors or non-typical events affected the generated result**

There were no unusual events affecting the Group's result for the year 2018.

Factors affecting the result generated by the Group on operations in 2018 have been discussed in point 3 of this report.

### **3.8. Capital expenditures of the Company and the Group**

#### **Identification of major domestic and foreign investments, in particular in securities, financial instruments, intangible assets and real estate, including capital investments made outside the group of related parties and a description of the funding methods**

Dom Development S.A. and other companies operating within the Group do not perform investment activities, which would involve the placement of financial resources in financial instruments, securities and intangible assets.

Real properties acquired by the Company and another Group companies are closely linked to operational activities of the Company and the Group and do not have the nature of capital investment. For this reason they are disclosed in the assets of the Company and the Group as a component of the inventory, and the measures intended to finance them are recognised in the cash flow from operating activities.

### **3.9. Material off-balance sheet items**

In addition to Management Option Programme IV described in note 7.44 *Incentive Plan – Management Option Programmes* to the Group's consolidated financial statements for the year ended 31 December 2018 and the note payable to PKO BP S.A. of PLN 100 000 thousand as described in note 7.46 *Contingent liabilities* to the Group's consolidated financial statements for the year ended 31 December 2018, the Group had no material off-balance sheet items.

#### 4. STATEMENT ON THE APPLICATION OF CORPORATE GOVERNANCE

##### **Company's corporate governance rules and the location, where the text of corporate governance rules is publicly available**

In 2018, Dom Development S.A. followed the corporate governance rules described in the Code of Best Practice for WSE Listed Companies 2016, adopted by the Supervisory Board of the Warsaw Stock Exchange on 13 October 2015 pursuant to Resolution No. 26/1413/2015.

In 2018, the recommendation described in Chapter IVR.2 in items 12) and 3) of the Good Practices for Listed Companies did not apply to the Company. The above mentioned recommendation stipulates that in cases justified by the shareholding structure or by the expectations of the shareholders communicated to the company, provided that the company is able to provide the technical infrastructure necessary for the proper conduct of the general meeting with the use of electronic means of communication, the company should allow the shareholders to participate in the general meeting with the use of such means, in particular by: 2) two-way communication in real time thus allowing the shareholders to speak during the proceedings of the general shareholders meeting while being away from the place of the meeting, 3) exercise the voting rights at the general shareholders meeting in person or by proxy. The Management Board of the Company decided that the possibility of holding a general meeting with the use of electronic means of communications is not justified on account of the shareholding structure of the Company and the lack of such communicated expectations of the shareholders of the Company. Moreover, the Company did not enable participation in the general shareholders meeting in line with the above described procedure due to the higher risk of irregularities in the general shareholders meeting proceedings. The Company's Management Board decided that the above mentioned recommendation would not be complied with due to the potential issues related to, inter alia, identification of Shareholders, the choice of the best media of the remote two-way communication, and the Company's inability to guarantee compliance with the hardware requirements on the part of a Shareholder.

The Company's Management Board believes that issues of legal, logistical and technical nature which are related with providing the option of real-time two-way communication where the shareholders may take the floor and exercise voting rights during a general meeting from a location other than the general meeting are greater than the potential benefits for the Shareholders. In the opinion of the Company's Management Board the existing rules of participating in the general meeting assure correct exercise of the rights related to the holding of the Company's shares by all the Shareholders, while a possible interruption of the general meeting in consequence of disruption of the remote bilateral communication would create material inconvenience of for the Shareholders or their attorneys present at the meeting.

The Company's Management Board does not rule out the possibility of complying with the above recommendation in the future, and the Management Board's decision to implement it depends on the development of proper standards of its application in practice."

In 2018, the Company did not apply principle VI.Z.2 of the BPWSE (Best Practice for WSE Listed Companies) prescribing that "to tie in the remuneration of members of the management board and key managers to the company's long-term business and financial goals, the period between the allocation of options or other instruments linked to the company's shares under the incentive scheme and their exercisability should be no less than two years."

On 1 December 2017, the Supervisory Board of the Company acting pursuant to the authorisation granted in resolution no. 21 dated 25 May 2017 by the Ordinary General Shareholders Meeting of the Company, adopted the Provisions of Senior Management Option Programme IV for Małgorzata Kolarska, the Vice President of the Management Board and the CEO, concerning 500 000 shares in Dom Development S.A. Mrs Małgorzata Kolarska have received one-off options authorising her to subscribe for 500 000 shares in Dom Development S.A. the price of PLN 35.00 per share. The exercise of these options is limited to 100 000 shares in any 12 month consecutive period, starting from 1 January 2018, and the non-exercised options may be exercised at a later time, however not later than by 31 December 2027.

The Management Board of the Company represents the view that the allocated options being split into five tranches with exercisability at 12-month intervals is an alternative corresponding to the manner of tying remuneration of a member of the management board to the Company's long-term business and financial goals as defined in detailed principle VI.Z.2. of the BPWSE.

Program IV is designed in a way so as to tie the remuneration of Mrs Małgorzata Kolarska, who holds the function of Vice President of the Management Board and the CEO, to the increase in the value of the Company for the Shareholders for a period of at least 5 years. Taking into account the distribution of option exercisability under individual tranches in time,

the derogation from principle VI.Z.2 of the BPWSE only the first two tranches, however it should be noted that all tranches are to be exercised at periods later than these specified in principle VI.Z.2 of the BPWSE. Consequently, the adopted solution is the incentive program for a period longer than two years which results from principle VI.Z.2 of the BPWSE.

Moreover, the Management Board is of the opinion that the consent of the General Shareholders' Meeting of the Company and the Supervisory Board of the Company confirm that the rules of Program IV adequately protect the interests of the Shareholders of the Company by tying benefits of the exercise of options under Program IV with the long-term development and growth in the value of the Company.

The Code of Best Practice for Warsaw Stock Exchange Listed Companies is publicly available on: [https://www.gpw.pl/pub/GPW/files/PDF/GPW\\_1015\\_17\\_DOBRE\\_PRAKTYKI\\_v2.pdf](https://www.gpw.pl/pub/GPW/files/PDF/GPW_1015_17_DOBRE_PRAKTYKI_v2.pdf). The statement on the status of application of the recommendations and rules of Good Practice for WSE Listed Companies 2016 was posted by the Company on: <http://inwestor.domdevelopment.com.pl/pl/lad-korporacyjny>

#### **Company's corporate governance rules adopted voluntarily and the location, where the text of such corporate governance rules is publicly available**

In 2018, Dom Development S.A. followed the corporate governance rules published in the Code of Best Practice for Customer-Developer Relations drafted by Polski Związek Firm Deweloperskich (the Polish Union of Developers).

The Code of Best Practice for Customer-Developer Relations is publicly available on: <http://www.warszawa.pzfd.pl/strefa-klienta/kodeks-dobrych-praktyk>

Dom Development S.A. has adhered to all of the rules described in the Code of Best Practice for Customer-Developer Relations.

### **4.1. Share capital, shareholders**

#### **4.1.1 Shareholders**

As at 31 December 2018 the parent company of the Dom Development S.A. Capital Group was controlled by Dom Development B.V. which held 56.70% of the Company's shares.

The table below shows the list of shareholders who have, directly or indirectly through subsidiaries significant shareholdings as at 31 December 2018.

	Balance as at 31.12.2018				Change in the period from 31.12.17
	Shares	% of capital	Number of votes at the GSM	% of votes at the GSM	Shares
Dom Development B.V.	14 155 941	56.70	14 155 941	56.70	(103 938)
Jarosław Szanajca	1 454 050	5.82	1 454 050	5.82	-
Aviva Otwarty Fundusz Emerytalny Aviva Santander*)	1 313 383	5.26	1 313 383	5.26	no data
Grzegorz Kiełpsz	1 280 750	5.13	1 280 750	5.13	-

\*) Shareholding of Aviva OFE Aviva Santander (formerly Aviva OFE Aviva BZ WBK) has been presented as per the latest notice as of 11.07.2011 received by the Company from Aviva PTE Aviva BZ WBK S.A.

#### **4.1.2 Special control rights**

##### **Persons holding any securities with special control rights, and description of these rights**

Pursuant to paragraph 6.2.2 of the Articles of Association of Dom Development S.A., a shareholder holding at least 50.1% of shares in the Company is personally vested with the right to appoint and dismiss half of the members of the Management





Board, including the President of the Management Board and the Vice President of the Management Board who is responsible, pursuant to the Management Board bylaws, for the Company's finances. For an odd number of Management Board members, a shareholder who holds at least 50.1% of the shares in the Company is authorised to appoint, accordingly: three (for a 5-person Management Board) and four (for a seven-person Management Board) Management Board members. The above right is exercised by way of serving written statement to the Company on appointment or dismissal of a given Management Board member. The remaining members of the Management Board shall be appointed and dismissed by the Supervisory Board.

Pursuant to paragraph 7.4 of the Articles of Association of Dom Development S.A. a shareholder holding at least 50.1% of shares in the Company is vested with the personal right to appoint and dismiss half of the members of the Supervisory Board, including 1 Vice Chairman thereof. For an odd number of Supervisory Board members, a shareholder holding at least 50.1% shares in the Company is authorised to appoint, accordingly: three (for a 5-person Supervisory Board), four (for a seven-person Supervisory Board) and five (for a nine-person Supervisory Board) Supervisory Board members. The above right is exercised by way of serving written statement to the Company on the appointment or dismissal of a given Supervisory Board member.

On 31 December 2018, Dom Development B.V. with registered office in Rotterdam, the Netherlands was the shareholder who held at least 50.1% of shares in the Company.

#### **4.1.3 Limitation of right in shares**

**Indication of restrictions on voting rights, such as restricted voting rights by persons holding a specific portion or number of votes, and temporary restrictions on voting rights or provisions, according to which, in cooperation with the Company, capital rights attached to securities are separated from possession of securities**

Pledges and beneficial owners of shares of Dom Development S.A. are not entitled to exercise voting rights attached to shares.

**Indication of any restrictions on the transfer of ownership title to the issuer's securities**

No other restrictions have been in place in Dom Development S.A. regarding the transfer of ownership title to shares in Dom Development S.A.

#### **4.2. The General Shareholders' Meeting**

**The procedure for and major rights of a General Shareholders' Meeting, and description of the rights of shareholders and manner for these rights being exercised, in particular the rules resulting from General Shareholders' Meeting bylaws, if such bylaws were adopted and if the rules in this respect do not directly result from legal regulations**

The General Shareholders' Meeting holds its sessions as Ordinary or Extraordinary General Shareholders' Meetings, and as a governing body of the Company it acts pursuant to the provisions of the Code of Commercial Companies Act dated 15 September 2000 (consolidated text of Journal of Laws of 2013 item 1030, as amended), the Articles of Association of the Company and provisions of unclassified and publicly available General Shareholders' Meeting Bylaws dated 5 September 2006 as amended by resolution No. 27 by the Extraordinary General Shareholders' Meeting of Dom Development S.A. dated 15 May 2008 and resolution No. 31 by the Extraordinary General Shareholders' Meeting of Dom Development S.A. dated 21 May 2009.

An Ordinary General Shareholders' Meeting is convened by the Management Board. It takes place in Warsaw within 6 months following the end of each financial year. Shareholders are entitled to participate in the General Shareholders Meeting provided that they were shareholders of the Company 16 days before the date of the General Shareholders Meeting (registration date for participation in a general shareholders' meeting). No invitations are required for members





of the Company's Management Board and the Supervisory Board to participate in a General Shareholders' Meeting. Other persons, in particular statutory auditors and experts, as invited by the Management Board, may participate in a session or an appropriate part thereof, should their participation be justified by the need to have their opinions on the discussed matters presented to the participants in the General Shareholders' Meeting. A statutory auditor should be present at a session of the General Shareholders' Meeting where Company's financial matters are addressed.

The General Shareholders' Meeting is valid and may adopt resolutions only if shareholders holding at least 50.1% of all votes are represented at the Meeting. Resolutions are adopted by an absolute majority of validly cast votes, unless the Code of Commercial Companies or the Articles of Association of the Company provide otherwise. An electronic system for casting and calculating votes may be used for voting. Pledges and beneficial owners of shares are not entitled to exercise voting rights attached to shares.

A resolution on the removal of certain matters from the agenda of the General Shareholders' Meeting or the abandonment of certain matters included in the agenda or placed on the agenda by a motion of shareholders requires a majority of three-fourths of the votes cast and the express prior consent of all present shareholders who have filed such motion, for it to be valid.

The Chairman puts the agenda to vote, having the attendance list signed and checked. The General Shareholders' Meeting may adopt the suggested agenda without changes, change the order of debate or remove certain matters from the agenda, subject to the provisions of the Articles of Association of the Company. The General Shareholders' Meeting may also put new matters on the agenda and discuss them, however without adopting any resolutions on such matters. The Chairman of the Meeting has no right to remove matters from the agenda or alter the same without the consent of the General Shareholders' Meeting.

Each participant in the General Shareholders' Meeting may speak on matters included in the adopted agenda which are currently brought up for discussion. Each participant of the General Shareholders' Meeting may submit a formal motion. The Chairman gives the floor to a participant willing to lodge a formal motion out of turn. Formal motions are the motions concerning debate and voting procedure.

The General Shareholders' Meeting adopts resolutions on matters included in the agenda by voting. Voting is open and is subject to relevant provisions of the Articles of Association of the Company and the Code of Commercial Companies.

In 2018, the Ordinary General Shareholders' Meeting of Dom Development S.A. was held on 7 June 2018 in Warsaw in the registered office of the Company. The General Shareholders' Meeting had been convened upon a motion of the Management Board of the Company, and shareholders of the Company did not file their motions for the General Shareholders' Meeting to be convened.

The course of the General Shareholders' Meeting was in line with the provisions of the Code of Commercial Companies, the Company's Articles of Association, unclassified and publicly available General Shareholders' Meeting Bylaws of Dom Development S.A. and the Code of Best Practice for WSE Listed Companies. The shareholders had the possibility to review the content of draft resolutions included in the agenda, in each case not later than 26 days prior to the planned date of the General Shareholders' Meeting. The Company did not question the correctness of documents submitted by shareholders and their attorneys in support of their right to represent a shareholder when verifying shareholders' IDs being the proof of their entitlement to participate in the General Shareholders' Meeting.

The Chairman of the General Shareholders' Meeting ensured that the session proceeded in an orderly and efficient manner. Sessions of a General Shareholders' Meeting have never been cancelled or discontinued. Members of the Management Board and the Supervisory Board present at the General Shareholders' Meeting readily explained all matters within their competences and as required by the law.

The circumstances for adopting resolutions of the General Shareholders' Meeting enabled for the protection of the rights of minority shareholders, including for voicing reservations and objections against the resolutions. None of the resolutions adopted was appealed against in court.

The Ordinary General Shareholders' Meeting of Dom Development S.A. was held within the time limit set forth in article 395 of the Code of Commercial Companies, and the documentation concerning the financial statements for the financial year 2017 was published on the website of the Company 3 months before the date of the Ordinary General Shareholders' Meeting.

All resolutions adopted by the General Shareholders' Meeting in 2018 were passed in the best interest of the Company and took into account the rights of other stakeholders. Resolutions adopted by the General Shareholders' Meetings are posted on: <https://inwestor.domd.pl/pl/wza>

#### **4.3. Principles for the amendment of the articles of association**

Pursuant to article 430 § 1 and art. 415 § 1 of the Code of Commercial Companies and Partnerships, an amendment to the Articles of Association of Dom Development S.A. requires a resolution by the General Shareholders' Meeting adopted by the three-fourths majority of votes and court registration. For a resolution that is to amend the Articles of Association as to benefits of the shareholders or limit the rights granted personally to individual shareholders under art. 354 of the Code of Commercial Companies and Partnerships, the consent of all the shareholders affected by the resolution is required. An amendment to the Articles of Association is to be filed with the court of registration by the Management Board of Dom Development S.A. The General Shareholders' Meeting of Dom Development S.A. may authorize the Supervisory Board to determine a revised and reinstated text for the amended Articles of Association or to make such other editorial changes as defined in the resolution by the General Shareholders' Meeting.

#### **4.4. The Management Board**

##### **4.4.1 Principles for the appointment or dismissal of the Management Board**

###### **Description of the principles for the appointment or dismissal of managing persons and their rights, in particular the right to decide on the issue or repurchase of shares**

In accordance with the Company's Articles of Association, the Management Board of Dom Development S.A. shall comprise of 4 to 8 members, including the President, with a three-year term of office. The Supervisory Board shall determine the number of members of the Management Board. A shareholder who holds at least 50.1% of the shares in the Company is personally vested with the right to appoint and dismiss half of the members of the Management Board, including the President of the Management Board and the Vice President of the Management Board who is responsible, pursuant to the Management Board bylaws for the Company's finances. For an odd number of Management Board members, a shareholder who holds at least 50.1% of the shares in the Company is authorised to appoint, accordingly: three (for a 5-person Management Board) and four (for a seven-person Management Board) Management Board members. The above right is exercised by way of serving written statement to the Company on appointment or dismissal of a given Management Board member. The remaining members of the Management Board shall be appointed and dismissed by the Supervisory Board.

The Management Board represents the Company in and out of court. For statements to be validly made and signed on behalf of the Company, two members of the Management Board are required to act jointly or one member of the Management Board is required to act jointly with a commercial proxy.

Pursuant to paragraph 3.2.8 of the Company's Articles of Association, the Management Board is authorised to increase the Company's share capital by the issue of new shares with an aggregate nominal value of no more than PLN 1 500 000 (in words: one million five hundred thousand) by way of one or several share capital increases within the limits specified above (authorised capital). The Management Board's right to increase share capital and issue new shares within the limits of the authorised capital up to PLN 1 500 000 shall expire 3 years from the date of the amendment to the Articles of Association made by resolution No. 22 dated 25 May 2017 by the General Shareholders' Meeting being entered in the register of entrepreneurs.

The right to increase the share capital referred to in the foregoing sentence, includes the issue of subscription warrants with subscription rights that expire after the above mentioned period.

Upon the consent of the Supervisory Board, the Management Board may deprive a shareholder of all or a part of its pre-emptive rights in relation to shares issued within the limits of the authorised capital.

A share capital increase by the Management Board within the limits of the authorised capital is conditional upon obtaining a positive opinion in this respect from the Supervisory Board. In other cases, unless otherwise provided by the Code of

Commercial Companies, the Management Board may decide on any and all matters related to share capital increases within the limits of the authorised capital.

Pursuant to paragraph 3.2.6. of the Articles of Association of the Company, a purchase of treasury shares by the Company for redemption does not require the consent of the General Shareholders' Meeting (subject to art. 393 item 6 of the Code of Commercial Companies and Partnerships) and only requires the consent of the Supervisory Board.

#### **4.4.2 Composition of the Management Board**

In the period from 1 January until 10 April 2018 the Management Board of the Company was composed of the following four members:

- Jarosław Szanajca, President of the Management Board
- Janusz Zalewski, Vice President of the Management Board
- Małgorzata Kolarska, Vice President of the Management Board
- Terry Roydon, Member of the Management Board

From 10 April 2018 until 31 December 2018, as the Supervisory Board of the Company appointed Mr Mikołaj Konopka to be a member of the Management Board of Dom Development S.A. for a joint three-year term of office, the Management Board of Dom Development S.A. was composed of 5 members as follows:

- Jarosław Szanajca, President of the Management Board
- Janusz Zalewski, Vice President of the Management Board
- Małgorzata Kolarska, Vice President of the Management Board
- Terry Roydon, Member of the Management Board
- Mikołaj Konopka, Member of the Management Board

#### **4.4.3 Principles governing the functioning of the Management Board**

The Company's Management Board acts pursuant to the provisions of the Code of Commercial Companies, the Articles of Association and unclassified and publicly available Management Board Bylaws approved by the Supervisory Board's resolution, and in accordance with the Code of Best Practice for WSE Listed Companies.

The Management Board is an executive body of the Company. It manages the current operations of the Company and represents the same towards third parties. The Management Board decides in all matters concerning the Company not reserved for the General Shareholders' Meeting and/or the Supervisory Board under legal regulations, the Articles of Association of the Company or a resolution of the General Shareholders' Meeting.

For statements to be validly made and signed on behalf of the Company, two members of the Management Board are required to act jointly or one member of the Management Board is required to act jointly with a commercial proxy. Resolutions of the Management Board are adopted by an absolute majority of votes. In case of a voting deadlock, the President of the Management Board has the casting vote.

When defining strategic and current objectives for the Company, the Management Board always acted in the underlying interest of the Company and in line with the legal regulations, and taking into account the interests of the shareholders, employees and creditors of the Company.

In order to ensure transparency and efficiency of the management system, the Management Board followed the principles of professional conduct within the limits of reasonable economic risk, and took into consideration a wide range of available information, analyses and opinions.

The amount, form and structure of remuneration for the Members of the Management Board have been determined by the Supervisory Board in line with the applicable remuneration policy and on the basis of clear-cut procedures, and have corresponded to the scope of their responsibilities and competences and have taken into account the economic

performance of the Company. This remuneration has also corresponded to remuneration of Management Boards in comparable companies in the real estate development market.

#### **4.5. The Supervisory Board**

##### **4.5.1 Principles for the appointment or dismissal of the Supervisory Board**

The Supervisory Board shall comprise of 5 to 9 members appointed for a three-year term of office.

The General Shareholders' Meeting shall determine the number of members of the Supervisory Board. In addition to this, the General Shareholders' Meeting shall appoint and dismiss Members of the Supervisory Board, subject to the personal right of a Shareholder holding at least 50.1% of shares to appoint and dismiss half of the Members of the Supervisory Board, including 1 Vice Chairman thereof. For an odd number of Supervisory Board members, a shareholder holding at least 50.1% shares in the Company is authorised to appoint, accordingly: three (for a 5-person Supervisory Board), four (for a seven-person Supervisory Board) and five (for a nine-person Supervisory Board) Supervisory Board members. The above right is exercised by way of serving written statement to the Company on the appointment or dismissal of a given Supervisory Board member.

At least two Members (and their relatives, in particular spouses, descendants or ascendants) of the Supervisory Board appointed by the General Shareholders' Meeting should meet the criteria of the so-called Independent Members, defined in paragraph 7.7 of the Articles of Association of the Company.

##### **4.5.2 Composition of the Supervisory Board**

As at 31 December 2018 the Supervisory Board of Dom Development S.A. was composed of 7 members:

- Grzegorz Kiełpsz, Chairman of the Supervisory Board
- Markham Dumas, Vice Chairman of the Supervisory Board
- Marek Moczulski, Vice Chairman of the Supervisory Board (Independent Member)
- Mark Spiteri, Member of the Supervisory Board
- Michael Cronk, Member of the Supervisory Board
- Dorota Podedworna-Tarnowska, Member of the Supervisory Board (Independent Member),
- Krzysztof Grzyliński, Member of the Supervisory Board (Independent Member)

Mr. Włodzimierz Bogucki, Member of the Supervisory Board resigned from the position of Member of the Supervisory Board of the Company on 10 April 2018, with effect on 7 June 2018. The reason for the resignation was that Mr Włodzimierz Bogucki had been a Member of the Supervisory Board at the Company for nearly 12 years, and from September 2018 he would have ceased to meet the criterion defining an independent member of the Supervisory Board of Dom Development S.A., a criterion referred to in art. 129 par. 3 point 8) of the Act of 11 May 2017 on statutory auditors, audit firms and public supervision, and in article 7.7.8 of the Company's Articles of Association.

On 7 June 2018, the General Meeting of Shareholders of the Company appointed Ms Dorota Podedworna-Tarnowska, Ph.D. as an Independent Member of the Supervisory Board for a collective term of office.

##### **4.5.3 Principles governing the functioning of the Supervisory Board**

The Supervisory Board acts pursuant to the provisions of the Code of Commercial Companies, the Articles of Association and unclassified and publicly available Supervisory Board Bylaws, approved by the Supervisory Board's resolution, that set forth its organisation and manner of operation, and in accordance with the Code of Best Practice for WSE Listed Companies.

The Supervisory Board is a permanent supervisory body of the Company for all areas of its operation.

The Supervisory Board adopts resolutions or issues opinions in the matters reserved for the Supervisory Board under the Company's Articles of Association and in the manner as provided for in the Articles of Association or relevant legal regulations.

The Supervisory Board held its meetings regularly. The meetings were attended by the Members of the Management Board. In 2018 the Supervisory Board held 10 sessions including 6 teleconferences. The Management Board provided the Supervisory Board with exhaustive information on all important matters concerning the operations of the Company.

The Supervisory Board complied with the requirement of having among its members at least two independent members in line with the criteria of independence set forth in the Company's Articles of Association.

Resolutions of the Supervisory Board concerning: (i) the consent for the Company or a related entity of the Company to make any considerations on any account whatsoever for the benefit of the Members of the Management Board, (ii) the consent for the Company or a related entity of the Company to conclude a material agreement with a related entity of the Company, a Member of the Supervisory Board or the Management Board, or entities related to such members, (iii) the choice of a statutory auditor for the audit of the Company's financial statements, were all adopted upon the consent of the majority of the independent Members of the Supervisory Board.

The remuneration of the Members of the Supervisory Board was determined in a transparent manner and did not constitute a considerable share in the Company's costs affecting its financial result. The amount of the remuneration was approved by a resolution of the General Shareholders' Meeting and was disclosed in the annual report.

The Supervisory Board presented to the Ordinary General Shareholders' Meeting of the Company which was held on 7 June 2018 the following documents prepared in line with the Code of Best Practice for WSE Listed Companies:

- assessment of the situation of the Company in 2017, including the system of internal control, risk management, compliance and internal audit,
- report of activities of the Supervisory Board in 2017,
- assessment of the company's compliance with the duty of disclosure in respect of applying the principles of corporate governance as specified in the Stock Exchange Rules, and the regulations concerning current and periodic submissions by security issuers,
- assessment of the soundness of the sponsorship, charity and other similar policies in place at the Company.

#### **4.5.4 The Supervisory Board Committees**

Two committees, the Audit Committee and the Remuneration Committee, were established within the structure of the Supervisory Board.

##### **Audit Committee**

In the period from 1 January 2018 until 7 June 2018 the Audit Committee was composed of the following members:

- Włodzimierz Bogucki, Chairman of the Audit Committee
- Mark Spiteri, Member of the Audit Committee
- Marek Moczulski, Member of the Audit Committee

With the resignation from office tendered by a Member of the Supervisory Board, Mr Włodzimierz Bogucki, described in note 4.5.2., on 7 June 2018 the Supervisory Board of the Company appointed Ms Dorota Podedworna-Tarnowska, Ph.D. as member of the Audit Committee and to perform the function of Chairperson of the Audit Committee.

The Audit Committee is a permanent committee at the Supervisory Board. The Audit Committee is composed of at least three Members appointed by the Supervisory Board from amongst its Members, with at least two members of the Audit Committee, including the chairperson, also being an Independent Member of the Supervisory Board as defined in art. 129 par. 3 of the Act on statutory auditors, audit firms and public supervision of 11 May 2017 (Dz.U. 2017 item 1089) and article 7.7 of the Company's Articles of Association, and at least one of whom should have expertise and qualifications in accountancy or financial audit. At least one Member of the Audit Committee must have expertise and qualifications in the segment where the Company operates.

The statutory criteria of independence were met by the former Chairman of the Audit Committee, Mr Włodzimierz Bogucki, and currently the criteria of independence are satisfied by the Chairperson of the Audit Committee, Ms Dorota Podedworna-Tarnowska, and a member of the Audit Committee Mr Marek Moczulski.

All members of the Audit Committee have knowledge of and skills in accounting or auditing. The former Chairman of the Audit Committee Mr Włodzimierz Bogucki completed his tertiary education in economics, and he makes use, in his professional practice, of his practical expertise in accounting, economics, and finance. The present Chairperson of the Audit Committee, Ms Dorota Podedworna-Tarnowska completed tertiary education in finance and banking and holds the degree of doctor of economic sciences. In her professional work she makes use of her knowledge in such areas as economics, finance, accounting, auditing and the audit of financial statements. A Member of the Audit Committee Mr Marek Moczulski completed post-graduate studies in the field of financial management and in his professional activities he makes use of his practical expertise in such areas as economics, finance, auditing and the audit of the financial statements. A Member of the Audit Committee Mr Mark Spiteri is a chartered accountant.

The former chairman of the Audit Committee Mr Włodzimierz Bogucki and a current member of the Audit Committee Mr Mark Spiteri have the expertise and skills specific to the real estate development industry, in which the Company operates. In their professional activities, the two gentlemen make use of their practical knowledge of property development projects and the real estate market.

The duties and competences of the Audit Committee have been set forth in unclassified and publicly available Audit Committee Bylaws approved by the Supervisory Board.

The duties of the Audit Committee include, in particular (i) supervision of the Company's Management Board as regards the Management Board's compliance to relevant laws and other regulations, in particular the Accounting Act dated 29 September 1994, supervision of the preparation of financial information by the Company, in particular in respect of the choice of the accounting policy adopted by the Company, supervision of the application and assessment of the consequences of new legal regulations, supervision of the information on the manner in which estimated items, forecasts etc., are presented in annual reports and supervision of the compliance to recommendations and findings of a statutory auditor appointed by the Supervisory Board, (ii) issuing recommendations to the Company's Supervisory Board concerning the appointment and dismissal of the statutory auditor, (iii) control of independence and objectivity of the statutory auditor, in particular in respect of a possible replacement of the statutory auditor, and their remuneration, (iv) verification of the statutory auditor's work.

In executing its duties, the Audit Committee works with the Supervisory Board, the Management Board, middle management and the external and internal audit unit.

The Vice President of the Management Board responsible for finance, Deputy Financial Director, Financial Controller and representatives of the external and internal audit teams may attend the Audit Committee meetings, if invited. In 2018, the Audit Committee held 6 meetings, including 2 teleconferences.

The audit firm that audited the Company's financial statements did not provide any permissible non-audit services to the Company in 2018.

Under the auditor selection policy in effect at the Company, the choice of the audit firm to carry out the audit is made by the Supervisory Board of Dom Development S.A., acting on the basis of a recommendation made by the Audit Committee. Transparent and non-discriminatory selection criteria were defined to be used to evaluate the bids submitted by audit firms, which the Audit Committee shall be guided by during the preparation of the recommendation and the Supervisory Board during the selection of the audit firm. These are:

- a. independence and impartiality of the audit firm as a prerequisite, assuming that the audit firm submits by the date of the statutory audit of financial statements written confirmation of its independence from Dom Development S.A. and the companies of Dom Development S.A. Capital Group once a year to the Audit Committee. The above-mentioned entity shall also discuss with the Audit Committee all risks to its independence as well as the security measures used to mitigate those risks;
- b. fee for the audit, which cannot be based on any form of contingency, this includes not being subject to the results of the audit and being dependant or contingent on the provision of additional non-audit services for the audited company or an affiliated entity by the audit firm, an affiliated entity or a member of its network, and one of the



basic criteria for the selection of an audit firm to statutory audit of financial statements is the quality and reliability of the services provided;

- c. experience gained and potential of the entity in the audit of statements of public interest entities and audit of the statements of entities with similar profile of activity, specifically in the property development or real estate sector;
- d. ability to conduct audit throughout the country and to ensure the provision of services within the required scope;
- e. ability to monitor ongoing changes in legislation;
- f. checking the professional qualifications and experience of persons directly involved in the audit.

In accordance with the policy, as prevailing at the Company, concerning permitted non-audit services rendered by audit firm that provides statutory audit of financial statements, by an affiliate to such audit firm or by a member of the audit firm's network, no audit firm appointed for statutory audit of financial statements, entity affiliated with the audit firm or any member of audit firm's network may provide directly or indirectly to Dom Development S.A. nor to its affiliated entities any prohibited services other than non-audit services nor services which are related to financial review, from the first day of the period covered by the audit to the release of the audit report. In the case of internal audit, risk management, information system procedures, this restriction is effective in the financial year immediately preceding the audited period. The prohibited services are not the services listed in Article 136(2) of the Act of 11 May 2017 on Statutory Auditors, Audit Firms and Public Supervision. The services may be provided only insofar as such services are unrelated to the tax policy of Dom Development S.A. after the Audit Committee has assessed threats to independence and the safeguards applied, and after the consent of the Audit Committee is being granted. Where the auditor or audit firm provides services for Dom Development S.A. or the Dom Development S.A. Capital Group companies for a period of at least three consecutive financial years, the total fee for such services will be limited to not more than 70% of the average fee paid in the subsequent three financial years for the audit of financial statements of Dom Development S.A. and consolidated financial statements of Dom Development S.A. Capital Group.

The recommendation of the Audit Committee of 30 November 2017 concerning the selection of the audit firm complies with the conditions set out in Article 130(2) of the Act of 11 May 2017 on Statutory Auditors, Audit Firms and Public Supervision, and was drawn up following the procedure organised by the Company and satisfying the applicable criteria.

### Remuneration Committee

In the period from 1 January 2018 until 31 December 2018 the Remuneration Committee was composed of the following members:

- Marek Moczulski, Chairman of the Remuneration Committee
- Mark Spiteri, Member of the Remuneration Committee
- Krzysztof Grzyliński, Member of the Remuneration Committee.

The Remuneration Committee is a permanent committee at the Supervisory Board. It is composed of at least three members appointed by the Supervisory Board from amongst its members, with at least two members of the Remuneration Committee being Independent Members of the Supervisory Board within the meaning of paragraph 7.7 of the Articles of Association. The Supervisory Board appoints one member of the Remuneration Committee to the position of the Chairman of the Remuneration Committee. This member serves concurrently as an Independent Member of the Supervisory Board within the meaning of paragraph 7.7 of the Articles of Association. The Supervisory Board may dismiss any Member of the Remuneration Committee at any time.

The duties and competences of the Remuneration Committee have been set forth in unclassified and publicly available Remuneration Committee Bylaws approved by the Supervisory Board

The duties of the Remuneration Committee include, in particular (i) a periodic assessment of the remuneration principles for the members of the Management Board and providing the Supervisory Board with relevant recommendations in this respect, (ii) preparation of suggestions as regards remuneration and additional benefits for individual members of the Management Board, including in particular benefits under a management share option programme (options convertible

into shares in the Company's share capital) to be reviewed by the Supervisory Board, (iii) submission of projects concerning the Company's remuneration policy.

The President of the Management Board may attend the meetings of the Remuneration Committee, if invited. In 2018, the Remuneration Committee held 6 meetings, including 3 teleconferences.

#### **4.6. Remuneration policy report**

##### **4.6.1 Remuneration system at the Company**

The purpose of the remuneration policy for members of the management and supervisory bodies, and for key managers at Dom Development S.A. (hereinafter referred to as: the Remuneration Policy) is to support the Company's strategy and its short and long term objectives.

Coherent and organised principles have been created to allow the Company to operate against the Remuneration Policy in place at the Company in such a way so that the remunerations are based on the realities in the market and the financial condition of the Company. The remuneration policy implemented at the Company allows us to stimulate business development and attract, motivate and retain top-class specialists in their respective areas of expertise.

The Remuneration Policy for the members of the Management Board of the Company and key managers at Dom Development S.A. is linked to the long-term interests and economic results of the Company through a system of long-term incentives.

The Remuneration Policy for the members of the corporate bodies of the Company and key managers at Dom Development S.A. is determined in accordance with generally applicable laws and internal regulations in force in the Company, including, but not limited to, the Code of Commercial Companies, the Articles of Association, the Supervisory Board By-laws, the Management Board By-laws and the Remuneration Committee Rules and Regulations.

In the financial year 2018 there were no significant changes in the Remuneration Policy of the Company.

##### **4.6.2 Non-financial components of remuneration for the Members of the Management Board and key managers**

The remuneration of the Members of the Management Board, the Members of the Supervisory Board and key managers also consists of fringe benefits such as private health care or a company car that can also be used for private purposes.

##### **4.6.3 Assessment of the Remuneration Policy operation**

The Management Board of the Company is of the opinion that the Remuneration Policy in place that is linked with economic performance, while meeting business objectives, is the strong foundation for maintaining the viability of the company and the long-term increase in value for shareholders.

##### **4.6.4 Terms and amounts of remuneration, bonuses and benefits received by individual members of the Management Board**

In accordance with the Articles of Association of the Company, the terms of contracts and the remuneration for the President of the Management Board and the other members of the Management Board is the responsibility of the Supervisory Board, upon the recommendation of the Remuneration Committee in this regard.

The Remuneration Committee reviews the remuneration principles for the members of the Management Board periodically and provides the Supervisory Board with relevant recommendations in this respect, suggests amounts of remuneration and additional benefits for individual members of the Management Board, in particular benefits under a management share option programme (options convertible into shares in the Company's share capital) for individual members of the Management Board, to be reviewed by the Supervisory Board.



The remuneration for the Members of the Management Board of the Company and key managers stems from the Remuneration Policy adopted and consists of a fixed part (base salary), a variable part based on results (bonus system) and fringe benefits. In 2018, the principles of the remuneration system were similar to these applied in previous years, i.e. the remunerations were based on the incentive system linked with financial performance, business and financial objectives of the Company. The granting of the annual discretionary bonus was contingent on the degree of implementation of individual annual targets associated with the business objectives of the Company.

In 2018, the amount of remuneration (including bonuses) paid, accrued or potentially accrued to individual members of the management bodies was as follows:

Remuneration and bonuses (in thousand PLN)	In the Company			In other companies operating within the Group  in thousand PLN
	Fixed remuneration items	Variable remuneration items	Non-pay benefits	
<b>The Management Board</b>				
Jarosław Szanajca	1 399	978	29	-
Małgorzata Kolarska	1 200	1 527	28	-
Janusz Zalewski	1 080	872	14	-
Mikołaj Konopka	-	-	-	480
Terry Roydon	72	516	-	-

In 2018, there was no distributions from profit to members of the management bodies of the Company, except for the dividend.

#### 4.6.5 The amount of remuneration, bonuses and benefits received by individual members of the Supervisory Board

In 2018, the amount of remuneration paid, accrued or potentially accrued to individual members of the supervisory bodies was as follows:

Remuneration and bonuses	In the Company	In other companies operating within the Group
	in thousand PLN	in thousand PLN
<b>The Supervisory Board</b>		
Grzegorz Kielpsz	624	-
Mark Spiteri	110	-
Markham Dumas	115	-
Michael Cronk	110	-
Włodzimierz Bogucki	48	-
Dorota Podedworna-Tarnowska	62	-
Marek Moczulski	110	-
Krzysztof Grzyliński	121	-

In 2018, there was no distributions from profit to members of the supervisory bodies of the Company, except for the dividend.

#### **4.6.6 Agreements with the members of the Management Board in the event of their resignation or dismissal**

##### **The agreements concluded between the Company and the members of the management which provide for the compensation in the event of their resignation or dismissal from office**

Members of the Management Board of the Company: Jarosław Szanajca, Janusz Zalewski and Małgorzata Kolarska are employed by the Company under contracts of employment.

Pursuant to the provisions of these employment contracts, an individual Member of the Management Board is entitled to receive remuneration throughout the notice period in the case that their employment is terminated. This has been described in note 7.45 in the Group's consolidated financial statements for 2018.

#### **4.7. Application of the Diversity Policy in relation to the Management Board and the Supervisory Board**

In the opinion of the Management Board of the Company, the composition of the Management Board and the Supervisory Board of Dom Development S.A provided the diversity of age, education and professional experience necessary to achieve a multidimensional perspective supporting the activities of and supervision over the Company.

In 2018, the Company's Management Board was composed of 5 members: 4 men and 1 woman. All members of the Management Board have been with the Group for many years, and their appointment was determined by their expertise and qualifications. The Management Board of Dom Development S.A. includes people who have degrees in law, economics and property management. All members of the Company's Management Board have many years of experience in the real estate development industry, both in the Polish and foreign markets. Their track record and broad perspective allow the Management Board to make strategic decisions effectively.

In order to safeguard the development of the Company and of the Group, the Management Board has emphasised the development of key managers and its diversity. The directors and vice-directors of the individual divisions and departments include women and men of different educational backgrounds, professional experience and age.

The Supervisory Board of the Company includes persons with experience in various industries, also in the property development sector. The Members of the Supervisory Board include persons that have been with Dom Development S.A. for many years, namely Mr Grzegorz Kielpsz, the Chairman of the Supervisory Board and a co-founder of the Company as well as the representatives of Dom Development B.V. as the majority shareholder. There are also three independent members on the Supervisory Board, with a high degree of proven competence in business and financial reporting, who warrant the highest standard of supervision over the Company. Such diversification provides a wide perspective on the operation of the Management Board of the Company and the undertaken development paths. In 2018, a woman was appointed to serve on the Supervisory Board for the first time in the history of the Company. This was the embodiment of the intention expressed by the governing bodies of the Company in previous years as for the inclusion of a woman in this body if she meets the criteria prescribed by the law and the Company's internal standards. As at 31 December 2018, the Company's Supervisory Board was composed of 6 men and 1 woman.

#### 4.8. Shares held by the members of the Management Board and the Supervisory Board

**Total number and nominal value of all shares in the Company as well as the shares and stocks in the companies operating within the Group held by the members of the management and supervisory bodies of the Company**

The ownership structure of shares and share options in the Company held by the Members of the Management Board and the Supervisory Board as at 31 December 2018 was as follows:

	Shares		Share options	Total
	number	nominal value in thousand PLN	number	number of options and shares
<b>The Management Board</b>				
Jarosław Szanajca	1 454 050	1 454	-	1 454 050
Janusz Zalewski	350 000	350	-	350 000
Małgorzata Kolarska	131 500	132	400 000	531 500
Mikołaj Konopka	1 292	1	-	1 292
Terry Roydon	58 500	59	-	58 500
<b>The Supervisory Board</b>				
Grzegorz Kielpsz	1 280 750	1 281	-	1 280 750
Mark Spiteri	900	1	-	900

The Members of the Management Board and the Supervisory Board of the Company did not hold any shares in other companies operating within the Group.

#### 4.9. Management Option Programmes

##### 4.9.1 Existing employee share schemes

**Information on the agreements that are known to the Company and that were concluded in the last financial year which may result in future changes in the proportions of shares held by the current shareholders**

On 1 December 2017 the Company's Supervisory Board adopted resolution no. 01/12/17 concerning the adoption of the provisions of the Senior Management Option Programme IV for Małgorzata Kolarska, Vice President of the Management Board – Executive Director, concerning 500 000 shares of Dom Development S.A. In accordance with the Programme Ms Małgorzata Kolarska was awarded options entitling her to acquire a total of 500 000 shares of Dom Development S.A. for the price of PLN 35.00 (in words: thirty five zlotys only) per share. The exercise of these options is limited to 100 000 shares in any 12 month consecutive period, starting from 1 January 2018, and the non-exercised options may be exercised at a later time, however not later than by 31 December 2027.

The said Program IV is the only management option programme currently in place at the Company.

Share options granted and exercisable as at respective balance sheet dates, and changes in 2018 and 2017 has been presented in the table below.



<b>SHARE OPTIONS</b>		<b>01.01- 31.12.2018</b>	<b>01.01- 31.12.2017</b>
<b>Unexercised options at the beginning of the period</b>	<b>Number of options</b>	<b>500 000</b>	<b>-</b>
	<b>Total exercise price</b>	<b>17 500</b>	<b>-</b>
Options granted in the period	Number of options		500 000
	Total option exercise value		17 500
Options expired in the period	Number of options		-
	Total option exercise value		-
Options exercised in the period	Number of options	100 000	-
	Total option exercise value	3 500	-
	Weighted average exercise price per share (PLN per share)	35,00	-
<b>Unexercised options at the end of the period</b>	<b>Number of options</b>	<b>400 000</b>	<b>500 000</b>
	<b>Total exercise price</b>	<b>14 000</b>	<b>17 500</b>
Exercisable options at the beginning of the period	Number of options	100 000	-
	Total exercise price	3 500	-
Exercisable options at the end of the period	Number of options	-	-
	Total exercise price	-	-

Management Option Programme IV have been described in detail the consolidated financial statements of the Group for 2018 in note 7.44.

#### **4.9.2 Employee share scheme control system**

The Management Option Programmes, which were and are in place in the Company, were adopted by the Supervisory Board based on the authorisation contained in a resolution issued by the General Shareholders' Meeting.

On 25 May 2017, the Management Board was authorised by the General Shareholders' Meeting of the Company to increase its share capital within the authorised capital and to issue warrants allowing the participant in Management Option Programme IV for 500 000 shares in Dom Development S.A. Addressed to Małgorzata Kolarska, Vice President of the Management Board and the CEO to subscribe for shares. The Management Board is then entitled to adopt a resolution concerning the increase of the share capital upon the consent of the Supervisory Board.

#### **4.10. Changes in the basic management principles of the Company and its Capital Group**

In 2018, there were no major changes in the basic principles of management of the Company and its Capital Group. The development of the organisation calls for improvement of the management procedures in Dom Development S.A.

#### **4.11. Policy for sponsoring, charity and other activities of a similar nature**

The Company has been actively engaged in sponsorship, which combines support for cultural, art, sports and education institutions with the promotion of the Dom Development S.A. brand. The partners to be involved with as a sponsor or on a similar basis have been selected with high ethical standards in place and with particular regard for projects having a positive effect in the areas where the property development projects of the Company are located.

The policy implemented by the Company in 2018 in the scope of sponsorship and charity activities have included the involvement in projects supporting those in need, culture, promoting sport and healthy lifestyle, and the development of local communities, in particular near the residential projects run by the Company.

In 2018, the Company continued its efforts aimed at the improvement of the quality of public space. This has been done through the Dom Development City Art Foundation funded by the Company. The Foundation has been implementing its mission by integrating residential architecture with art, and also by actively promoting art as an important factor with a favourable effect on the quality of life of city inhabitants. The objective of the Dom Development City Art Foundation is to stimulate debate concerning the quality of public space. In addition to cooperation with artists and the implementation of selected projects at new Dom Development S.A. residential estates, the Foundation intends to organise competitions for designers and also to undertake research and educational activities. One of the Foundation's priorities is also to support the events promoting art in city space. For detailed information on the activities of the Dom Development City Art Foundation visit [www.fddca.pl](http://www.fddca.pl).

Dom Development S.A. has been also a major sponsor of the National Theatre in Warsaw, one of the most important theatres in Poland, since 2018, that is for the third year in a row. The company also supported the organization of the 31st Theatre Festival at the Tadeusz Czacki Senior High School No. XXVII in Warsaw.

Last year, the Company continued to support the Podkarpacka Foundation for the Development of Culture (*Podkarpacka Fundacja Rozwoju Kultury*) by sponsoring the Charity Concert "Help the Children – Jazz Stars charity for the Paediatric Transplant Centre at the Children's Memorial Health Institute."

Moreover, Dom Development S.A. supported sporting events, such as the organization of the Football World Championship for Children from Children's Homes with teams from 27 countries taking part, and was the main partner of the Wisla District Cup sailing competition which was held in Warsaw.

As part of its support for local communities, in 2018 the Company became involved in numerous projects in the areas where its investment projects are carried out, for example, for the benefit of the residents of Targówek, where it is pursuing a multi-stage Osiedle Wilno development, and also in the vicinity of the Żoliborz Artystyczny housing estate and in the Warsaw district of Wola.

#### **4.12. Internal control and risk management systems**

##### **Description of the basic features of the internal control and risk management systems in place in the Group for the preparing of standalone and consolidated financial statements**

The Company's Management Board is responsible for the internal control system in the Group and its effectiveness in the preparing of financial statements and periodic reports prepared and published in accordance with the Regulation by the Minister of Finance dated 29 March 2018 on the current and periodic submissions by securities issuers.

The effectiveness of the Group's internal control and risk management systems in financial reporting was ensured through the following means:

- **Structure and scope of financial reporting applied by the Group**

The medium term plan (covering a period of at least 3 years) is updated on a yearly basis in the Group. In addition to this, a detailed operating and financial budget which implements the assumptions of the medium-term plan are prepared every year. The process is managed by the Management Board of the Company and the middle and executive management of the companies operating within the Group is also involved. The budget, which is prepared annually (for the individual companies and for the entire Group) for the following year, is approved by the Company's Management Board.

During any specific year, the Company's Management Board reviews the current financial results versus the adopted budget. The management reporting methodology applied in the Group is used for this purpose. This reporting is based on the accounting policy adopted by the Group (in line with the International Financial Reporting Standards) and takes into account the form and level of detail of financial data presented in the financial statements of the Company and the Group.

Consistent accounting policies are applied by the Group for presenting its financial details in the financial statements, periodic financial reports and management reports.

- **Clear division of duties and competences in the process of preparing financial information**

The financial division headed by the Vice President of the Management Board as the Company's CFO is responsible for the preparing of consolidated statements, periodic consolidated financial reports and current management reports of the Group.

The Group's consolidated financial statements are prepared by a team of highly qualified employees from the finance and accounting division, with the assistance of the planning and analysis unit. The entire process is supervised by middle management from the financial division. The financial statements, when ready, are verified and reviewed in detail by the financial controller (responsible for the accounting department and planning and analysis unit) and then by the Vice President of the Management Board as the Company's CFO, prior to being submitted to the independent statutory auditor.

- **Regular assessment of the Group's operations based on its management reporting**

The figures used in the financial statements and periodic reports and in the monthly management reporting (financial and operating reports) come from the Group's financial and accounting system. Detailed financial and operating management reports are prepared, having all predefined book-closing procedures completed at the end of each month. These reports, in addition to historical financial data, are supplemented with quantitative operating and financial forecasts by the planning and analyses unit. These reports are scrutinized by middle and executive management of individual organizational units of the Group and by the Management Boards of the companies operating within the Group and by the Management Board of the Company. As regards closed reporting periods, the Group's financial results are scrutinized versus the budgets and forecasts made in the month preceding the reporting period subject to scrutiny. In view of the specific nature of the industry, we analyse not only the aggregated groups of costs and revenues, but specifically the financial and operating data for the respective property development projects are analysed separately.

Any identified deviations and errors, where possible, are clarified and corrected in the books of the Group companies on an ongoing basis, in accordance with the adopted accounting policy.

- **Verification of the Group's financial statements by an independent statutory auditor**

Pursuant to the applicable legal regulations, the Group's financial statements are reviewed or audited, respectively, by an independent statutory auditor. This is always a prime and highly qualified statutory auditor.

A so-called Audit Life Cycle has been developed in the Company. This is a cyclical schedule of communication between the Management Board, the statutory auditor and the Audit Committee of the Supervisory Board. The purpose of this schedule is to ensure appropriate interaction and communication between the Audit Committee and the statutory auditor as well as appropriate presentation of the results of the above mentioned review and audit.

- **Formalised process for significant assessments that considerably affect the Company's financial statements**

The fundamental activity adopted by the Group so as to reduce the exposure to market risks is proper assessment of potential and control of current development projects based on investment models and decision-making procedures developed in the Company. The adherence to such procedures is closely monitored by the Management Board of the Company and management boards of individual subsidiaries.

As implied by the accounting policy adopted by the Group in this respect, detailed budgets for individual development projects that are prepared in accordance with the best practice and experience of the Group constitute the grounds for the calculation of revenue from the sale of products and costs of products sold. The budgets for all development projects are updated at least once every three months, during the execution of the projects. The update is based on the formalised principles in place in the Company and is scrutinized by the Management Board of the Company, in particular by the Vice President of the Management Board as the Company's CFO.

Moreover, it is relevant in the process of consolidation to eliminate intra-group sales, with particular regard to accurate assessment, and then elimination, of the margin realised by construction companies on such sales.

- **Risk management process and internal audit**

There has been a formalised risk management procedure in operation within the Company since 2000. Under this procedure the risk is managed through the identification and assessment of the risk areas for all aspects of the activities, in which the Company and the Group are involved, together with defining activities required to reduce or eliminate such risks (including through the procedures and internal audit system) The risk management procedure is subject to periodic revision and is updated by the Management Board jointly with the key management staff and third party advisers.

The internal audit unit that is in place in the Company also participates in the process of risk identification and assessment of the control measures. The schedule of internal audits is created based on the risk assessment made in cooperation with the Management Board under the supervision of the Audit Committee. In addition to scheduled audits, there are verification audits to check implementation of recommendations formulated in the previous audits and non-scheduled audits. The findings of internal audits are reported to the Audit Committee and to experts appointed by this Committee.

#### **4.13. Auditor**

##### **Information on the agreement for the audit and review of the financial statements and the consolidated financial statements concluded with the authorized auditor**

On 1 December 2017, in accordance with the powers granted under article 7.12.3 of the Company's Statutes and the applicable regulations and professional standards, the Supervisory Board of the Company on the basis of the recommendation made by the Company's Audit Committee, contained in its Resolution 01/11/17 of 30 November 2017, selected PricewaterhouseCoopers Sp. z o.o. with its registered office in Warsaw, to audit the annual financial statements of Dom Development S.A. for the year ended 31 December 2018 and 31 December 2019 and the consolidated financial statements of the Dom Development S.A. Capital Group for the year ended 31 December 2018 and 31 December 2019 and to review the condensed financial statements of Dom Development S.A. for the period of six months ended 30 June 2018 and 30 June 2019, and the condensed consolidated financial statements of the Dom Development S.A. Capital Group, prepared for the period of six months ended 30 June 2018 and 30 June 2019.

PricewaterhouseCoopers Sp. z o.o. with its registered office in Warsaw at al. Armii Ludowej 14 is registered as an entity licensed to audit financial statements under reg. no. 144.

The agreement with PricewaterhouseCoopers Sp. z o.o. with its registered office in Warsaw was concluded on 16 April 2018 for the period necessary to carry out the review and audit of the said financial statements.

The Company had previously used the services of PricewaterhouseCoopers Sp. z o.o. with its registered office in Warsaw with regard to training programmes in 2002 and 2011 and of certain companies affiliated with PricewaterhouseCoopers Sp. z o.o. with its registered office in Warsaw with regard to training programmes in 2013 and 2014 and legal services in 2012-2015.

The financial statements for 2018 were audited by PricewaterhouseCoopers Polska Sp. z o.o. Audit Sp.k. and other PricewaterhouseCoopers Polska group companies.

The financial statements for 2017 were audited by Ernst & Young Audit Polska spółka z o.o. sp.k. and other Ernst & Young group companies.

Information on remuneration due to the audit firm for 2018 and 2017 is presented in Note 7.53 to the Group's Consolidated Financial Statements for the year 2018.

In accordance with the statement of the Supervisory Board of the Company, the Company's Management Board reports that: the selection of the audit firm to conduct the audit of annual consolidated financial statements for the year 2018 has been carried out in line with laws, including the provisions on selection of and the selection procedure for an audit firm; the audit firm and the members of the team performing the assignment fulfilled the prerequisites for preparing an impartial and independent audit report concerning the annual consolidated accounts in accordance with applicable laws, professional best practice and the rules of professional conduct; the existing provisions related to the rotation of the audit firm and the key statutory auditor and the compulsory withdrawal periods are respected, and the Company has a policy in place regarding the choice of the audit firm and the policy in respect of the provision of additional non-audit services, including services conditionally exempted from the prohibition of the provision thereof by the audit firm, to the Company by the audit firm, an affiliate of the audit firm or a member of its professional network.