



Prysmian **Parental Policy**

A concrete support to Parenthood

Table of Contents

Leadership Message

Principles & Purpose

Policy Structure

Section 1: Paid Parental Leave for Mothers/Primary Caregivers

Section 2: Paid Parental Leave for Fathers/Secondary Caregivers

Section 3: Family Support & Baby Bonus

Section 4: Support & Back-to-Work Program for New Mothers/Primary Caregivers

Leadership Message

“In Prysmian, parenthood is acknowledged as a great value. This policy reflects that view and provides concrete support for our parents.

We want our company to be a place where the very special and personal choice to become a parent can be made freely by each individual, knowing that in Prysmian, parenthood is never an obstacle to your career.

Having a child is a wonderful thing.”

Principles & Purposes

Prysmian Group is strongly committed to Diversity, Equity & Inclusion and aims at creating tools and conditions that allow all the employees to better manage their unique life and work.

In accordance with this approach, Prysmian Group also recognizes the high value of parenthood for the personal and professional development of its people.

This Group Parental Policy represents a concrete action at a global level to help parents have a healthy start with their new child, promote their wellbeing, and ensure to mother / primary caregivers a smooth and successful transition back to work.

For the purposes of this Policy,:

- **Mother / Primary Caregiver** is defined as any Prysmian employee who is given the primary and ongoing responsibility for the care of the newborn or newly adopted minor child following the child's arrival.
- **Father / Secondary Caregiver** is defined as any Prysmian employee who becomes, for example, a biological or adoptive parent, and who is not designated as the Primary Caregiver of the newborn or newly adopted minor child.



In relationship to the principle “gender equality”, the Global Parental Policy will also support the gender balance targets Prysmian Group has set for 2030, as it aims to ensure our female employees are not being penalized for the time and attention they have to reserve to children in their role of new mother / primary caregivers.

This Policy relies on four main principles:

1. **compliance with local legislation and alignment with the local agreements with employees and work councils;**
2. **protection against discriminatory and inappropriate behaviors towards new mothers / primary caregivers;**
3. **an equitable and inclusive working environment**
4. **treatment of parents across the Group with fairness and caring.**

Policy Structure

Design & Implementation

Prysmian Group Global Parental Policy identifies solutions as global minimum standards in order to ensure that:

1. All employees in the same condition and with the same need benefit from the policy regardless of country market practice;
2. Countries integrate the standards into local policies, while having the freedom to offer more generous solutions wherever appropriate and when allowed by local regulations.

Contents

Prysmian Group Global Parental Policy is composed of 4 primary sections , which must be included in the local policy documentation:

1. PAID PARENTAL LEAVE FOR *MOTHERS / PRIMARY CAREGIVERS* intended as the minimum first paid leave for the new parent which covers both *biological and legally adoptive mothers / primary caregivers*
2. PAID PARENTAL LEAVE FOR *FATHERS / SECONDARY CAREGIVERS* intended as the minimum first paid leave for the new parent which covers both *biological and legally adoptive fathers/secondary caregivers*
3. FAMILY SUPPORT & BABY BONUS FOR NEW PARENTS.
4. SUPPORT & BACK-TO-WORK PROGRAM FOR *NEW MOTHERS / PRIMARY CAREGIVERS* intended as a set of actions that can support them to ensure a smooth re-integration process into the workplace.



**1.
PAID PARENTAL LEAVE FOR
MOTHERS / PRIMARY
CAREGIVERS**



1. PAID PARENTAL LEAVE FOR MOTHERS / PRIMARY CAREGIVERS

Paid parental leave is the period before and after the arrival of a new child and intended as first period of leave during which full salary and benefits are received by the mother / primary caregiver.

Mother / primary caregiver	Payment
16 weeks*	100%

*Countries are allowed to follow their local legislation only if it is more generous than the solution embedded in this Policy. If the local legislation offers less than 16 weeks of full pay leave, Countries must adhere to this Policy complying with local legal requirements.

During paid leave, employees will continue to receive their full salary and benefits (directly or indirectly and depending on the local country legislation). Annual leave will continue to accrue during the period of paid leave. Any payments which the mother / primary caregiver would have normally received during this period will still be paid. Mothers / primary caregivers will continue to be eligible for a salary review during this period if they would normally be eligible.



2
**PAID PARENTAL LEAVE FOR
FATHERS / SECONDARY
CAREGIVERS**



3. PAID PARENTAL LEAVE for FATHERS / SECONDARY CAREGIVERS

Parental leave is intended as the minimum first paid leave for the new parent and provides employees with bonding time in order to care for a new child.

Father / secondary caregiver	Payment
2 weeks	100%

Countries are allowed to follow their local legislation only if it is more generous than the solution embedded in this Policy. If the local legislation offers less than 2 weeks of full pay parental leave, Countries must adhere to this Policy.



**3.
FAMILY SUPPORT & BABY
BONUS**

5. FAMILY SUPPORT FOR NEW PARENTS

With the objective to support parenthood and guarantee financial support aimed at accompanying new parents in the first year of their children's lives, Prysmian provides each new parent with a Family Support / Baby Bonus.

The Family Support / Baby Bonus amount is defined by taking into account the local salary levels and is consistent with Prysmian's rewarding strategy.

Family Support / Baby Bonus rules:

1. All the employees with a permanent contract are eligible with the exclusion of the followings : first line of Group CEO, Regional CEO, fixed term, internship, agency or contractor.
2. The Family Support / Baby Bonus will be granted for both biological or adoptive new parents.
3. The employee will be entitled to a Family Support / Baby Bonus for each new birth or adoption, in case of twins it will be double. If both parents work at Prysmian, the bonus will only be paid once per new child.
4. The Family support / Baby Bonus will be structured in 3 tranches: 1st tranche at the child's birth, 2nd tranche 6 months after the birth date, 3rd 12 months after the birth date.
5. The second and the third tranches will be rescinded in case of termination for any reason within 18 months from the arrival of the child, taken as a deduction included in the employee's last pay-check.





**4.
SUPPORT & BACK-TO-WORK
PROGRAM FOR NEW
MOTHERS / PRIMARY
CAREGIVERS**



4.1. SUPPORT & BACK-TO-WORK PROGRAM

Phase 1 Before leave - planning how to keep in touch

How and when managers and employees keep in touch is a key consideration.

If allowed by local legislations and local agreements with employees and work councils, some employees will want regular communications and 'keep in touch' days, whilst others will want minimal contact. The key is agreeing an approach and re-visiting these plans in case of need or preferences change. Effective communication during periods of leave (also with the team) has real benefits; such as a feeling of being connected with workplace for employees, which makes for an easier return and integration back into work.

Phase 2 During leave and preparing for return

As mother / primary caregiver, take time to reflect on your priorities and options in terms of managing your future work/life balance. Think about how you want to return to. Reflect on your career/development plans.

Phase 3 The return and post return

Based on the need and according to the local legislation and practices, specific tools must be arranged, such as counseling, remote working, flexible working schedules, breastfeeding or nursing room, day care, baby-sitting or day care bonus, nutritional advice, etc.



To ensure a successful and smooth integration back into the workplace, every mother / primary caregiver must have a one-to-one interview with their Manager and HR upon returning to work, in order to discuss and agree on how the company can best support her new status.

Countries have the discretion to determine which practice(s) is/are the most appropriate in relation to the specific needs of the mother / primary caregiver, as well as to the local culture and local context.

4.2 SUPPORT & BACK-TO-WORK PROGRAM – for MANAGERS

Manager must evaluate if a replacement is needed and for how long (head count)

During leave and preparing for return (managers)

What do I need to do during leave?

- Stick to the 'keep in touch' arrangement you have agreed.
- Proactively approach your employee about each suitable role that becomes available if they are returning to a new role.
- If you move on during this period, ensure an effective handover to the new manager and inform the employee about the change. For continuity, you should advise the new manager of any plans and commitments you have agreed. New managers should make contact and introduce themselves when they take over.
- Plan ahead early - the employee's return to work arrives sooner than you'd expect. Think about induction, training, work objectives, IT access, arranging a return to work welcome meeting.
- Plan the practicalities of the return. For example, is a phased approach suitable? Consider the implications of any flexible working arrangements.

The return and post return (managers)

What do I need to do?

- Ensure all the welcome back plans are on track. Simple things like personally welcoming your employee and sorting things such as IT, somewhere to sit and an induction schedule, can make them feel really welcome and able to settle back into work much quicker.
- Commence performance management activities, such as agreeing on work objectives.
- Ensure your employee's skills and knowledge are up-to-date for their job (also selecting from the group Academy) and support them in their next steps such as job change if they wish..
- .Ensure the support mechanisms your employee needs are in place. A mentor or counseling program is particularly valuable during the transition back to work phase..
- Don't forget returning to work is not just about the first day back, you need to provide support in the months following.
- The key is to keep talking and check in regularly about how things are going.
- Gather feedback from your employee on what went well and what could have been better. It's really important to understand where improvements can be made.



Managers play a crucial role in supporting and facilitating new mother's / primary caregivers' successful and smooth integration back into the workplace

4.3

SUPPORT & BACK-TO-WORK PROGRAM – rules

1. **Mothers / primary caregivers** who choose to leave the company during or up to the first 12 months following the leave must receive an exit interview facilitated by HR and the Diversity, Equity & Inclusion Mgr of the region/BU. Executives must be facilitated by Diversity, Equity & Inclusion Director.
2. **Desk workers development and growth:**
 - When leave is > 6 months the employee is not included in the yearly P+ review.
 - As soon as they are back to work, employees have the possibility to be considered for a job change both vertical or horizontal.

specific attention must be given to:

- ✓ high performing employees
- ✓ to those included in the Talent pool
- ✓ Those whose job role is in Job Band D/D+ and that are eligible to grow as Executives, since this is aligned with one of the gender balance targets Prysmian Group has set in the Social Ambition 2030.

3. Non-desk workers development and growth:

- As soon as they are back to work, employees have the possibility to be considered for a job change both vertical or horizontal, with specific attention to those that are considered as exceptional contributors and have always shown high motivation and learning agility;

The development opportunity described here above must be pursued **if and when aligned with the expectations and desires of the new mother / primary caregiver**. Therefore, this can be discussed during the one-to-one interview they will have with their manager and HR upon returning to work.



The Policy goes live on May 15th, 2023

Countries can start integrating the Policy into local documentation immediately, therefore the Policy can be implemented at your own discretion by the end of 2023.

Differently Policy becomes mandatory at local level starting from January 1st 2024. No retroactive action is allowed.

Policy Approved by:

Fabrizio Rutschmann

Former Chief HR & Organization Officer

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