

TecAlliance

Regulatory framework

Anniversaries, anniversary bonuses and other bonuses

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1. **Preamble**

TecAlliance strongly identifies with its employees. As a result, company loyalty and special personal occasions gain particular recognition with us and are rewarded accordingly. We would like to use this regulatory framework to convey this, thereby motivating employees to identify with our company and commit to TecAlliance for the long term.

2. **Work or service anniversaries**

TecAlliance sees the long-term commitment of an employee to their employer as confirmation of good working conditions and a good working environment. A work or service anniversary is celebrated after 10, 20 and 30 years of uninterrupted employment at the company.

3. **Calculating the period of employment**

When calculating the period of employment, the following periods are included:

- If an employee is working at another office belonging to the company
- If the employment contract has been interrupted, the periods of employment can be added together according to the applicable regulations
- If the employee was carrying out vocational training
- If the employee was carrying out military service
- If the employee wasn't working due to maternity or parental leave
- If the employee was incapable of working due to illness
- If unpaid leave was granted for training purposes

4. **Anniversary bonuses**

Employees will receive a bonus that includes:

- For 10 years of work or service: 400 euros worth of vouchers
- For 20 years of work or service: 700 euros worth of vouchers and 1 day of extra holiday
- For 30 years of work or service: 1,000 euros worth of vouchers, one breakfast and one extra day of holiday

5. **Date of anniversary**

On the actual date of the anniversary or, alternatively, the following working day the person celebrating will be presented with a certificate and a bouquet of flowers. In the case of a 30 year work and service anniversary, the employer will provide a breakfast buffet.

6. **Other bonuses**

When it comes to personal employee celebrations, the company would like to offer its congratulations by presenting the following vouchers:

- For getting married -> 60 euros worth of vouchers
- For the birth of a child -> 60 euros worth of vouchers

The vouchers should be related to the life event.

For employees taking well-deserved retirement, the employer will provide a breakfast buffet and include a one-off payment with their final salary payment, graduated according to their period of employment:

- Period of employment >5 years -> 500,00 euro
- Period of employment >10 years -> 1.000,00 euro

7. Entitlement after leaving the company

All active employees (i.e. employees in an active employment contract) are entitled to anniversary bonuses. Employees that have been released from employment are excluded from this scheme.

Ismaning, 20/06/2016



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