

| WELCOME TO CF A

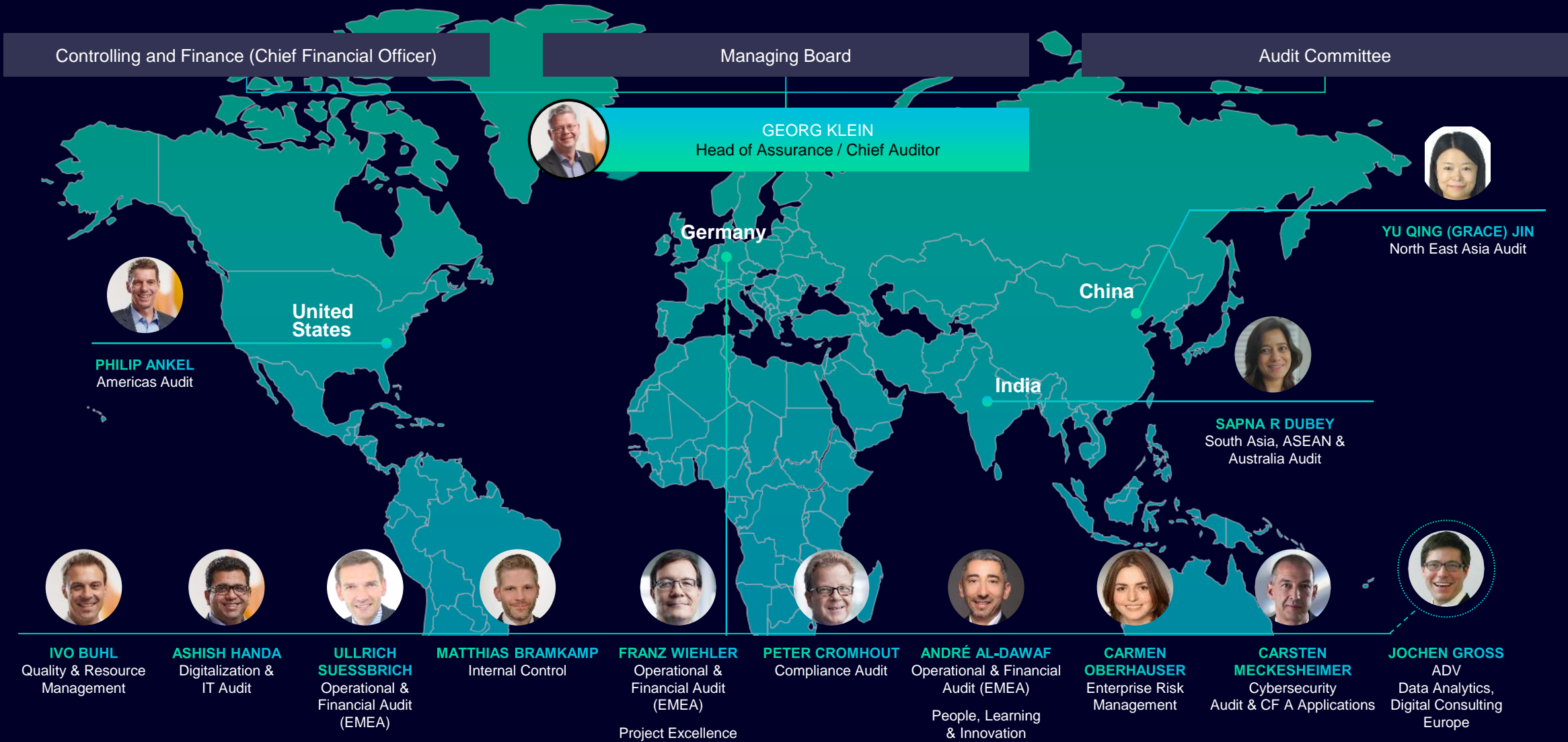
CONTENT

1 GET TO KNOW OUR DEPARTMENT

2 ONBOARDING INFORMATION

CONTROLLING AND FINANCE ASSURANCE

OUR PRACTICES



OUR VISION

PIONEERS

IN ASSURANCE

TALENT INCUBATOR

FOR SIEMENS

OUR MISSION SINCE 2019



WWE

... are courageous in delivering tomorrow's assurance today.

... provide objective foresight to help Siemens be excellent.

... nurture our competence and grow ecosystems to derive best results.

... offer an inspiring, diverse and inclusive environment for our people to develop professionally and personally.

... strive to always be respectful, humble, open and curious.

OUR MISSION ALIGNED WITH SIEMENS' STRATEGIC PRIORITIES



Customer impact

WE provide objective foresight to help Siemens be excellent.



Empowered people

WE offer an inspiring, diverse and inclusive environment for our people to develop professionally and personally.



Technology with purpose

WE are courageous in delivering tomorrow's assurance today.



Growth mindset

WE nurture our competence and grow ecosystems to derive best results.

WE strive to always be respectful, humble, open and curious.

Enterprise Risk Management

Project Excellence

People, Learning & Innovation

Internal Control

Quality & Resource Management

#ASSURANCE

Compliance Audit

Cybersecurity Audit & CF A Applications

Operational & Financial Audit

Digitalization & IT Audit

ASSURANCE GOVERNANCE

AT C F A

1



**ENTERPRISE RISK
MANAGEMENT
(ERM)**

Structured, consistent and continuous process across the whole organization for identifying, assessing, deciding on responses to and reporting on **risks and opportunities** that affect the achievement of company objectives



**INTERNAL
CONTROL
(IC)**

Process designed to **provide reasonable assurance** regarding the achievement of objectives relating to strategy, operations, financial reporting, and compliance. It incorporates the assessment of Internal Controls over Financial Reporting (ICFR)



**PROJECT
EXCELLENCE
(PEX)**

Initiatives to sustain Siemens as internationally recognized leader for **excellence in project business** and to inspire next generation of talents to make their project management career in Siemens

ASSURANCE AUDIT

AT C F A

1

The audit function within Controlling and Finance Assurance (CF A) provides assurance to the Siemens AG Managing Board and the Siemens AG Audit Committee on the worldwide business operations and processes of Siemens AG and its Affiliated Companies (“the Company”), by independently and objectively evaluating and reporting on Siemens' financial reporting integrity, the effectiveness of risk management and internal control systems, and the adherence to Siemens' compliance policies in a systematic and disciplined manner.



Operational and
Financial Audit



Compliance
Audit



Digitalization and IT
Audit



Cybersecurity
Audit

YOUR ONBOARDING JOURNEY

AT C F A

2

Day 1

IT-Support

- Handout and set up (running) IT equipment

Supervisor / Buddy

- Welcome New Joiner & introduce to team & familiarize with new environment and tasks

New Joiner

- Complete any administrative Onboarding formalities

Month 1 - 3

Supervisor / Buddy

- Ensure continuous support & regular touchpoints

CF A Leadership Team

- Personal 1:1 with Head of Assurance Georg Klein & Invite New Joiners to Practice Leads Call

New Joiner

- Participate in mandatory trainings (CF A Audit Quality Framework & CF A Agile Bootcamp)
- Work through Onboarding Checklist



Prior to start

Supervisor

- Assign a Buddy who is scheduled together with the New Joiner on the first engagement & clarify expectations and tasks

Supervisor / Buddy / Team Assistant

- Schedule welcome call

Team Assistant

- Ensure ordering the IT equipment on time

New Joiner

- Prepare self-introduction and photo for MS Teams

Week 1

Supervisor / Buddy

- Introduce Siemens & CF A
- Work through the tasks of the Onboarding Checklist

Supervisor

- Discuss expectations & set goals jointly
- Identify development areas & suggest trainings

Team Assistant

- Support when needed & keep in touch & evaluate Onboarding process

New Joiner

- Work through Onboarding Checklist

Month 4 - 6

Supervisor / Resource Management Team

- Schedule engagement outside home hub (if possible)

Supervisor / Buddy / New Joiner

- Finalize open tasks of Onboarding Checklist
- Evaluate Onboarding process

ONBOARDING ROLES

AT C F A

2

NEW JOINER

- Independently learn and participate in trainings
- Pro-actively request information, contacts & knowledge
- Diligently work through items of Onboarding Checklist
- Attend one-on-one sessions, team events & other activities

SUPERVISOR

- Welcome New Joiner & prepare, coordinate & oversee the entire Onboarding phase
- Assign a Buddy who is scheduled with the New Joiner on the first engagement together & clarify expectations and tasks
 - introduce to the team
- Introduce Siemens & CF A
- Discuss expectations & set goals
- Identify development areas & define trainings
- Suggest coaches / mentors
- Support New Joiner in working through items of Onboarding Checklist

BUDDY

- Welcome New Joiner & introduce to team
- Help New Joiner familiarize with the new environment, tasks & tools
- Set up regular touchpoints & ensure continuous support, especially during 1st engagement
- Work with the New Joiner through items of Onboarding Checklist

TEAM ASSISTANT

- Coordination of administrative requirements
- Timely provision of IT equipment & authorizations
- Continuous support, e.g. with travel expenses, etc.

VIRTUAL ONBOARDING GUIDE

AT C F A

2

Working mostly remotely can be a challenge for all of us.

As a New Joiner it can be especially tough to familiarize yourself with a new environment and a new role.

The good news is - you are not alone!

Here are some challenges that we all experience during working virtually and ideas on how to overcome them:

CHALLENGES

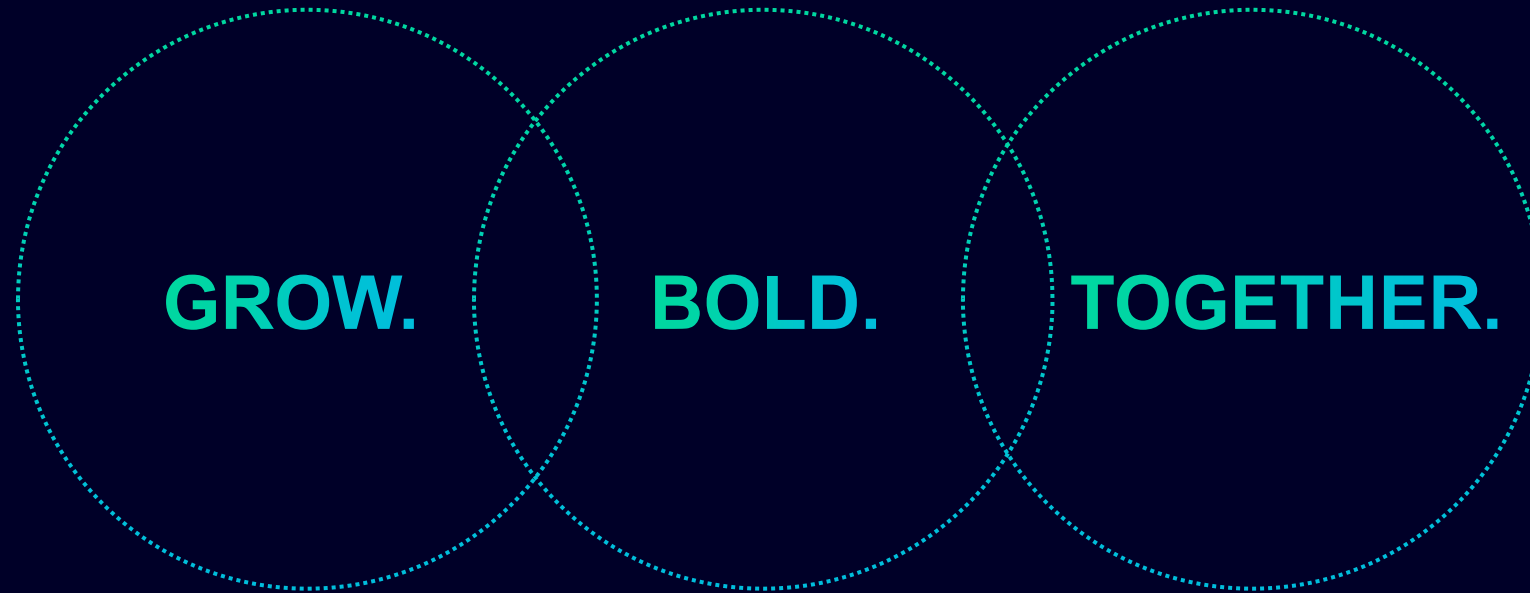
- Maintaining productivity and motivation during long Home Office days
- Being patient with yourself when getting up to speed takes more time and effort than usual
- Feeling isolated and cut off from colleagues, especially if you never met in person
- Establishing a relationship of trust with people you hardly know
- Understanding the “hard factors” of work culture (e.g. overall processes, where to find the information you need)
- Understanding the “soft factors” of work culture (e.g. how to communicate)

SOLUTIONS

- Take active breaks in between meetings/content-work, relocate, take walks to reset your brain and boost your creativity
- Embrace positivity: practice and express gratitude, use positive messaging
- Have regular face-to-face meetings with your team, turn on the camera to feel more personally connected
- Create a dedicated non-work communication channel (e.g. on MS Teams) and allow no-content moments during meetings
- Ask your colleagues, e.g. your Buddy, openly about any work culture related questions
- Communicate clearly on any individual challenges you might be facing, show compassion for your colleagues and their situations and express clearly on expectations regarding team work, that you might have

CF ASSURANCE

OUR CLAIM



WELCOME ON BOARD!