# Engineering Design Center









## A friendly employer and reliable business partner

CSR Report for 2012













## CSR activities at the Engineering Design Center in 2012

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#### 1. Corporate Social Responsibility - introduction

For several years, more and more enterprises operating in Poland have been trying to combine management with social responsibility. However, sustainable development strategy is associated with a number of challenges and requires the management to be prepared to make changes and develop new business strategies. It is important that business leaders should implement such strategies at their companies and engage in a dialogue with the general public. In Poland, the idea of CSR, in the international meaning of the term, began to develop in the 1990s, when international companies brought with them global procedures and new concepts.

Global research is based on an analysis of selected reports which are available in the global database containing more than 50,000 CSR reports (corporate-resiter.com). Every year, about 2,000 CSR reports prepared in accordance with the GRI (Global Reporting Initiative) standards are added to the database. They are advanced reports (at least level A), verified by independent auditors. Additionally, about 4,000 reports not based on these standards are added.

In Poland, the number of registered reports prepared in accordance with GRI is still insufficient for a detailed study, but it is growing fast. In total, about 100 reports have been published. Many companies come to believe that the corporate social responsibility strategy can affect financial results, improve reputation, enhance social dialogue and improve relations with employees.

The Engineering Design Center (created under a public-private partnership agreement between General Electric Company Poland and the Institute of Aviation) is a relatively young organization, which has grown very fast. It had approximately 1,400 employees in 2012. The average age of the employees is approximately 30. EDC employs very highly qualified young people, who are full of enthusiasm and open to new experiences. They are the company's most valuable asset. Their knowledge makes the Center grow continuously, obtain new competences and win more and more responsible projects as a GE office. By investing in employees,







EDC is able to develop constantly. This is why the employees are the most important stakeholders in the organization.

To attract the best-qualified engineers, it is necessary to engage in dialogue with technical universities and scientific research institutions, therefore EDC attaches great importance to constant contact with them. It actively supports academic clubs and other student organizations. It is involved in social campaigns promoting sciences and the engineering profession.

As a rather unique organization on the Polish business market, EDC complies with the requirements applicable to global corporations and, at the same time, the regulations applicable to scientific research institutions. It observes the law and business ethics. These clear rules contribute to the fact that the company is seen as a reliable partner for both business and the academic world.

In view of the explanations provided above, the first list of EDC's corporate social responsibility activities contains mainly the relationships with the business environment, employees and the local community.

#### 1a. About Engineering Design Center (EDC)



The Engineering Design Center (EDC) was created in April 2000 on the basis of an agreement between General Electric (GE) and the Institute of Aviation (WIA). Since its establishment, the Centre has developed very fast. Currently Polish engineers

support the development of such GE products as aircraft turbine engines and products for the power and petroleum industries. In 2012, the Engineering Design Center employed almost 1,400 engineers.

**EDC** is one of a few global GE offices located outside the Unites States. It cooperates with such GE businesses as GE Aviation, GE Power&Water, GE Oil&Gas. The EDC engineers design and develop parts of aircraft engine systems, watercraft turbine engines and turbines used on land (gas turbines







developed for the aviation industry and used as electrical power generators), large capacity gas turbines, steam turbines, power boilers and environment protection devices, such as filters and electrostatic precipitators. They also participate in design work, analyses and servicing of machines as such compressors, turboexpanders and gas turbines used in the petroleum and chemical industries. EDC takes an active part in the works on the Integrated Gasification Combined Cycle (IGCC) project and systems for the extraction and production of oil and natural gas. It is also involved in supporting the manufacturing and testing of parts and components.

**EDC** creates opportunities for the best graduates of Polish technical universities to use their intellectual potential. As a result, it helps to make the brightest graduates of engineering departments stay in Poland. Due to the fact that it employs the best Polish engineers, the Center can take part in ambitious projects such as designing the most modern jet engines in the world.

EDC comprises three businesses: GE Aviation (including GE Aviation Systems), GE Oil&Gas and GE Power&Water.



**GE Aviation (formerly GE Aircraft Engines - GEAE)** is a leading manufacturer of jet engines for civil and military aviation. GEAE manufactures 37 types of engines for 91 types of aircraft. The company also manufactures engine derivatives for watercraft and power plants and provides aircraft engine repair and maintenance services (through GE Engine Services).



**GE Aviation Systems** has been a part of EDC since 2005. It is a group of approximately 100 educated and highly qualified aviation engineers who support the business in the areas of design, analyses and project management. GE Aviation Systems is a global provider of power supply systems,







avionics, servos and landing gear, propellers, power transmission systems for the manufacturers and operators of military and civil aircraft, unmanned aerial vehicles and helicopters.



GE Power & Water is one of the biggest global suppliers of technology and equipment for electricity generation. The equipment it offers includes gas and combined turbines, electricity and heating solutions for municipal and industrial use, coal gasification systems and technologies for electricity generation from renewable and nuclear sources. The services provided by GE Power&Water comprise comprehensive maintenance and

repairs of equipment, design, configuration and installation of steering systems for processes and devices, optimization of resources, network management and emission reduction technologies.



**GE Oil&Gas** is a global leader in advanced manufacturing and service technologies for all segments of the oil and gas industry in a wide sense. The company, which has its headquarters in Florence and a number of locations in the USA, the UK and France, offers integrated solutions for the extraction and

transport of natural gas, processing and storage of all hydrocarbons and Asset Management services in this area. After its merger with VetcoGray, GE Oil&Gas has added systems and services for onshore and offshore installations to its product offer.







#### 1b. About General Electric (GE)

GE is driven by the slogan "Imagination at Work". It carries out various activities on the technology, media and financial services markets to meet the most important needs of the contemporary world. It provides services to clients in more than 100 countries and employs more than 300,000 people in all parts of the world. It offers various products and services from aircraft engines through electricity generation devices, water treatment technologies, security systems, medical imaging, to financial services for individuals and companies and information materials.

#### GE in Poland

GE began operating in Poland in 1992. Since then, it has become one of the major companies in the country. Most of the key GE departments are represented in Poland.

In the years 1992–2007, GE invested more than USD 400 million in Poland. In 2008, sales of GE products and services in Poland amounted to USD 1.6 billion. GE employs about 10,000 people in Poland. The businesses that GE has in Poland include three plants (GE Power Controls in Kłodzko, Łódź and Bielsko-Biała), GE Money Bank (at present, Bank BPH), the Engineering Design Center (EDC) (cooperation with the Institute of Aviation in Warsaw), GE Security Design Centre in Gdańsk. GE products and services are actively promoted by a network of distributors and sales offices.

#### 1c. About the Institute of Aviation

The Institute of Aviation was established as a scientific research institution in 1926. At the beginning of its activity, it operated under the name of the Aviation Technical Research Institute (Instytut Badań Technicznych Lotnictwa). In its early years, the Institute focused on aircraft testing and certification. Before World War II, all Polish military aircraft were tested and certified by the Institute. In 1945, the Technical Institute of Aviation was established in Warsaw - Okęcie, where its office has remained until now. In 1948, the Institute changed its name to the Main Institute of Aviation, and from 1952 it operates under the present name - the Institute of Aviation.







The mission of the Institute of Aviation is to provide the highest quality research services on the global scientific research market. The Institute pursues its strategic goals:

- becoming one of the best research institutes in Europe
- being competitive on the global research market

The strategy is based on stimulating and participating in various European and global projects. The Institute of Aviation continues and expands its research relating to all aspects of the aviation sector. It popularizes and implements the results of research and conducts educational activities. It cooperates with Polish, European and global organizations and institutions. The Institute of Aviation invests in the development of its scientific staff and research infrastructure. It enhances its human and organizational potential.







## 2.CSR at General Electric - the statement of Magdalena Nizik, the Chair of the Management Board of General Electric Company Polska Sp. z o.o.



Dear Sir / Madam,

GE is a global organization operating in many industries. It invests in modern technologies, health protection, the oil industry, renewable energy. It is looking for sustainable solutions that are good for business, the natural environment and local communities. GE faces challenges that improve the efficiency and innovativeness of the

economy and affect the lives of people in 150 countries. In its businesses all over the world, GE implements various initiatives to help the environment and the community and improve the health protection and working comfort of its employees.

Over the last 12 years, General Electric Company Poland, in cooperation with the Institute of Aviation, has implemented corporate social responsibility initiatives at the Engineering Design Center. We promote a healthy lifestyle as part of the HealthAhead programme, support our employees' involvement in voluntary work and help local communities as part of the GE Volunteers programme. We support diversity in our organization by encouraging the development of women and the activities of the GE Women's Network and by employing talented engineers from various parts of the world.

GE works with technical universities from all over Poland on adjusting their syllabuses to the needs of business to make it easier for graduates to start their career.

As a socially responsible company, we shall continue to help talented students, support the development of our employees within the organization and engage them in challenging projects that require modern solutions and state-of-the-art technologies. We strongly believe that by doing this we will be perceived as a reliable, modern and friendly employer and a reliable and innovative business partner for public institutions.

Magdalena Nizik







## 3. CSR at the Institute of Aviation - statement of Witold Wiśniowski, Director of the Institute of Aviation



Dear Sir and Madam,

The Institute of Aviation is the biggest and oldest Polish scientific research institute working for the aviation and space sector. Our researchers and engineers provide innovative services to the biggest global aviation companies. We also work for small and medium enterprises, both domestic and foreign. Our Institute is looking for solutions to support the development of global

economies, as well as Polish innovative enterprises. It protects the environment, promotes Polish science and supports local communities.

Since its establishment, the Institute of Aviation has been involved in corporate social responsibility activities. It supports students' academic clubs and offers training and internships for students from Poland and abroad. For 5 years, the Institute has conducted the nationwide programme promoting the engineering profession and technical sciences - the Age of Engineers. The programme is addressed to all middle school (gimnazjum) and secondary school students in Poland. The Institute organizes meetings with science for children and adolescents who are at risk of social exclusion and supports non-governmental institutions and social organizations. It conducts a programme for sharing knowledge between generations and cooperation between young scientists and older, experienced researchers on joint projects. The Institute participates in social initiatives at neighbourhood, town and country level.

The Institute organizes integration meetings for current and former employees and their families to appreciate the employees' involvement and make them proud of their work. It also organizes seminars and meetings which are important for the local community and the aviation and academic circles. It participates in discussions on the place of science and research in the contemporary world.







The Institute of Aviation has always been and will be a socially responsible company. It is the only scientific institution in Poland to have received the Business Fair Play 2012 title, which is awarded (among other things) for pro-social activities. The Institute will support students and young scientists in their research work, support the social activities of its employees and initiate actions addressed to the business environment in a wide sense. It is a very important element of the strategy of the Institute of Aviation for the coming years.

Witold Wiśniowski, Ph.D. Eng.







#### 4. Basic financial data for GECP and WIA

Basic financial data of General Electric Company Polska Sp. z o.o.

Specification	2012	2011
	PLN	PLN
Total assets	101,150,086.35	90,844,856.79
Equity	82,497,022.42	77,591,263.21
Sales	152,864,902.29	144,994,200.00
Profit before tax	6,408,339.70	26,493,600.00
Net profit	4,905,885.01	22,737,100.00
Employee expenses	102,737,969.08	88,583,800.00
Number of employees	749	689







#### Basic financial data of the Institute of Aviation

Specification	2012	2011
	zł	zł
Total assets	238,272,975.90	227,805,373.03
Equity	72,462,148.46	75,778,483.20
Sales	158,259,285.08	140,241,744.60
Profit before tax	13,141,589.61	17,851,294.95
Net profit	12,668,844.61	17,375,194.95
Employee expenses	97,462,491.64	89,725,715.63
Number of employees	1,055	973







### 5. Execution of corporate social responsibility projects at EDC in 2012

#### 5a. Business environment

#### Compliance Culture

At the Engineering Design Centre we not only attach great importance to compliance with the Polish law, but we also observe the code of ethics (The Spirit and the Letter) developed for the needs of the global business culture. It covers the following areas:

- ✓ ensuring that business is run in compliance with the legal regulations;
- ✓ preventing illegal gains;
- √ fair relations with suppliers;
- √ observing limitations in international trade;
- √ preventing money laundering;
- ✓ personal data protection;
- ✓ cooperation with the government;
- ✓ compliance with the regulations relating to competition;
- ✓ equal employment opportunities;
- ✓ environment protection, safety and hygiene at work;
- ✓ security and crisis management;
- ✓ protection of intellectual property;
- ✓ financial controlling;
- ✓ preventing conflicts of interest;
- ✓ ban on disclosing confidential information affecting the prices of trading in shares.







Every employee is obliged to comply with the rules listed above and to react immediately if there is a risk of their violation. Employees know that should they have any doubts, they can ask their superior a question or report any irregularities to a dedicated person (the Ombudsperson), or contact the Compliance Leader. In 2012, three such persons were appointed (one ombudsperson for each business). In addition to mandatory compliance training for new EDC employees, quarterly sessions have been introduced for all persons employed by EDC. Each session is focused on a different issue. In order to make it easier for employees to obtain information on e.g. export control or business ethics, the Compliance & Export website was launched in 2012.

#### 5b. Employees



As a socially responsible business, EDC helps its employees protect the things that matter the most to them: their health and their families. It also helps them achieve a proper balance between work and life and improve their professional qualifications.

In addition to a regular salary, the company offers its employees a number of benefits that have a positive effect on their fitness and intellectual development; it subsidizes summer holidays and offers

integration events.

EDC also offers its employees a wide range of training courses in technical knowledge, soft skills and foreign languages. Every employee can count on the support of his or her HR mentor when it comes to choosing an appropriate career path, recommendation of suitable development programmes or in the event of any doubts concerning the labour law.







The annual employee appraisal programme gives everyone a chance to formulate their objectives and have a constructive discussion with their superior to help them plan their career path for the next few years.

The examples presented above confirm that EDC is a friendly and trustworthy employer.

We are happy to announce that in 2012 EDC was ranked second among engineering companies in the Most Attractive Employer Ranking for the third time in a row (according to the Engineers Data Bank, BDI).

Kinga Załucka

HR Manager

#### **Benefits**

Benefits are good for both parties: for employees they mean health, satisfaction and a feeling of safety, and for the company - increased efficiency and, consequently, better financial results.

[the figure on the right:

Benefits available at GE and WIA

**Finances** 

Health

**Family** 

Leisure and entertainment

Safety]









In 2012, the following benefits were available to EDC employees:

All employees and their registered family members can use the services of the LUX MED Group medical centres in all parts of Poland.

The services offered by Lux Med include:

- mandatory occupational health check-ups;
- basic medical treatment;
- consultations with specialists without referral;
- diagnostic tests (laboratory and imaging);
- emergency care at the place of work provided by a medical team having a resuscitation ambulance at their disposal;
- home visits:
- "Healthy Woman" and "Healthy Man" prophylactic programmes;
- prophylactic vaccination.

EDC covers the total life insurance premium. An additional package for an employee or his/her family can be purchased. The insurance cover is active 365 days a year, 24 hours a day.

Our Company Social Fund provides: subsidies for summer holidays, housing loans and financial aid for people in need. Our employees also receive financial bonuses for Christmas and other occasions. EDC also organizes integration events for employees and their families.

#### **Training**



In addition to the benefits mentioned above, EDC offers its employees a number of training courses. In 2012, the following were provided:







- 40 inception courses;
- 39 language courses;
- 194 technical training courses;
- 7 technical training courses organized in the employee's free time;
- 61 training courses in soft skills;
- 18 training courses as part of the Centre of Skills Excellence (CoSE).

#### The Edisons

The company offers The Edison Engineering Development Program (EEDP) for young engineers. The programme, named after Thomas Edison, the founder of GE, has been created in response to the constant need to employ the best qualified engineers. It is focused on improving the technical skills of engineers. It also teaches them methods for solving problems encountered during execution of engineering and business projects and team management. In 2012, 30 young engineers participated.

- √ The programme comprises of a two-year course (entry-level programme)
  consisting of three or more rotational assignments (3 x 8 months at O&G; 4 x 6
  months at Aviation/P&W).
- ✓ The assignments are engineering projects covering a wide range of activities in the area of systems engineering, mechanical analysis, materials science etc.
- ✓ In the first year, the participants work on advanced engineering topics in order to develop their technical skills.
- ✓ In the second year, they have a chance for further technical development (a course in mechanics, basic design skills, etc.) and learn team management skills.

Experience shows that EEDP programme graduates are very dynamic workers, they frequently get promoted faster, have problem-solving skills and the ability to look at problems from different perspectives. They are sure of their knowledge and ready to act.







Training courses organized by CoSE (the Centre of Skills Excellence) are available to all employees. It is a series of training courses aimed at developing the non-technical skills of employees organized in the employees' free time.

As far as technical training is concerned, we now offer our employees 4 modular courses. This group comprises training courses in basic aerothermodynamics (BATD - Basic Aero Thermo Dynamics, 10 lectures). The next level is a course in Gas Turbine Fundamentals: 13 lectures. There is also global training dedicated to different sections at different levels, i.e. for employees with short and long work experience (e.g. low pressure turbines, high pressure combustion chambers).

EDC also offers two- and three-year development programmes depending on the employee's experience, as well as language courses.

#### Career paths

In 2012, EDC offered two parallel career paths: in engineering and in management. After working for some time, every employee can choose the path that is more appropriate to his or her experience, individual predispositions and plans for the future. The career paths available at EDC are summarized in the figure on the right.



#### **HealthAhead**

HealthAhead is a corporate programme aimed at promoting health culture. In order to promote a healthy lifestyle, in 2012 we organized 15 events focused on the things that have a positive effect on employees' health, their efficiency and the way they spend their free time. This programme consists of nine areas, a few of which are presented below:







#### Preventing diseases and preventive check-ups

- ✓ The purpose of this element of the programme is to promote the diagnosis of diseases and identification of health risks through the education of employees and encouraging them to take part in the vaccination and prophylactic check-ups scheme. This element of the HealthAhead programme offers the Healthy Woman / Healthy Man package to employees and their families at no extra charge. The package is a part of the healthcare offered by the Luxmed medical centre. It consists of an annual prophylactic check-up adjusted to the employee's age, sex and medical history. The tests performed as part of the package include: colonoscopy, mammography for women over 50, breast ultrasound scan for younger women, heart risk tests such as blood pressure and cholesterol (total cholesterol, HDL and LDL levels), glucose level and HbA1c test, consultation with an urologist, dentist, ophthalmologist, and cardiologist, ECG scan, abdominal cavity ultrasound scan.
- √ The weight control programme includes informing about the risk of obesity, dietary consultation, body mass analysis: fat and muscle content, BMI, resting metabolism and other parameters that are necessary for detailed assessment of weight, fat/ waist size, hip size.
- ✓ Flu vaccination is offered once a year at the campus.
- ✓ Small changes a campaign promoting small changes in life to avoid deteriorating health.

#### **Healthy Eating**

This element is aimed at supporting our employees' health improvement by: controlling the food available at the EDC campus / cooperation with local suppliers, "fruit Wednesdays" - a free portion of fresh fruit offered once a week to every EDC employee, events associated with healthy eating, such as training courses, workshops and other activities that promote healthy eating.







#### **Quitting Smoking**

This element is aimed at supporting our employees and their families on their way to tobacco-free living. As part of this element, the company supports:

- ✓ Smokers even though every smoker is fully aware of the consequences of smoking, this knowledge does not automatically make them quit smoking. To help them, we have started cooperation with Allen Carr's *Easyway*. His method has helped thousands of people from all over the world to quit smoking.
- ✓ Non-smokers everyone knows that smoking is also harmful to non-smokers who are exposed to cigarette smoke. In order to minimize this effect and increase the comfort of the non-smoking majority at EDC, it is forbidden to use any tobacco products in all EDC buildings outside designated areas where smoking is allowed.

#### Physical activity

This element is aimed not only at promoting physical culture among our employees, but also at encouraging them to succeed in sports. If any employee is a sports fan and wants to share his or her passion with others, the company will make it easier for them to do so.

#### **EDC Runners**



The group of runners has been active for a few years. In 2012, its members took part in: the Warsaw Half Marathon, the Ekiden Relay, Run Warsaw and the Independence Run. EDC supports its athletes by subsidizing their outfits, financing entry fees in marathons and sponsoring our athletes' training.







#### **EDC Bikers**



The EDC bikers group was created spontaneously. It is a result of the common interests of employees, both those who cycle just for fun and those who take part in races. They all had a common idea that it would be more fun to cycle to work than to travel by

public transport. EDC has decided to come forward to meet their needs. At present, it is undoubtedly one of the most biker-friendly offices in Warsaw. The company actively supports the bikers: in 2012, approximately 200 people used the bike room. A separate cloakroom with showers and lockers is also available. The company also subsidizes bikers clothing with the EDC logo and graphics designed by the bikers themselves. The bikers group gets bigger every year. At the same time, the company is expanding the room and number of lockers and showers available to those who love cycling.

The company is open to all employees' suggestions. In addition to a very large group of runners and bikers, it also helps the following groups:

- ✓ EDC Climbing
- ✓ EDC Volleyball
- ✓ EDC Tennis
- ✓ EDC Football

In 2012, EDC supported its employees' participation in the *Let's Go* companies league and organized a football tournament.

#### Stress and mental health

This element can help us cope with stress and mitigate its adverse effect on our lives. In this area, EDC offers:

- ✓ Appointments with a psychologist at the Lux Med clinics
- ✓ Internal training "How to cope with stress"
- ✓ Events that help mitigate stress at work: 10-minute massage sessions, integration trips, family picnics, etc. (a chill out zone is planned to be opened in the years 2013-2014).

With the company's support, many employees have decided to change their habits to healthier ones and spend their free time more actively. In 2012, an external audit was performed at EDC with a positive result and the company received the HealthAhead certificate awarded by global GE structures.







#### Women's Network

EDC promotes diversity in business and eagerly joins social campaigns encouraging girls to study engineering. The company also promotes the engineering profession among women. As other GE businesses, for a few years EDC has also had its own GE Women's Network organization. It is focused on promoting the development of women, improving their management skills and planning their career paths, as well as engaging in cooperation with other women. To achieve its objectives, GE Women's Network organizes training courses and workshops, as well as meetings with top management and women who have been successful in the corporation. In 2012, 37 meetings were organized, including technical training, training in soft skills, and meetings of myConnections groups, i.e. teams whose members share common interests. During such regular meetings, the group members share their experiences, make new contacts and develop many areas of their knowledge.

#### Employees' passions



EDC's approach to the passions of its employees is another proof of the company being not only a reliable and fair, but also a friendly employer. EDC supports the projects of people who are eager to represent the organization in international runs, marathons, competitions or shows.

For example, in 2012, Bartosz Matczak completed the Tenzing Hillary Everest Marathon in Nepal thanks to his incredible perseverance, but also financial support from EDC. This is what Bartek wrote about his achievement: "(...) The trekking from Lukla to the start took 10 days. Then we had one day of rest. The marathon started on 29 May. The date is not accidental - on 29 May 1953, a Sherpa, Norgay Tenzing and a New Zealander, Edmund Hillary climbed Mt Everest for the first time. Fifty years later, to commemorate their achievement, the first Tenzing Hillary Everest Marathon was organized. Since then, every year on the same day a group of adventurers tries to







stand up to the challenge of the exhausting route. Stones, narrow sandy paths, steep upruns, winding and incredibly difficult rundowns - this is what the next 42 kilometres will look like. We know the route already - we have done it in the opposite direction in the last few days. (...) I reach Lobuche after 12 km. The height is less than 5000 m above sea level now, but the previous half hour of fighting for air is taking its toll. In Dingbuche we have a loop of about 5 kilometres to run. After the turn, I begin to see my friends running in the opposite direction (...). The second half of the marathon is a lonely fight with your own weaknesses and faults. Painful legs, annoying heat (during the run the temperature goes up to 30C), cramps, thirst. (...). The last kilometres are a gently meandering path along the slope, which leads to the finish line in Namche Bazaar. (...) I was on the start line thanks to enormous support from my family and friends (psychological) and my employer - the Engineering Design Centre (material). I made it to the finish line thanks to my own strong will and my exhausted muscles (...). Next, after a short massage, I started cheering for others whom I met and made friends with during our several day hike. An Indian man Raju reached the finish line after 7 hours. He climbed to the summit of Mount Everest summit the year before. When asked which was more difficult, he didn't hesitate: "the marathon, of course", he said.







#### 5c. Local community

### Cooperation with universities based on the example of the Warsaw University of Technology



Since its establishment, EDC has cooperated closely with all the largest technical universities in Poland. It offers students (already in the third year) a programme of paid internships, during which interns can work on engineering projects and learn organizational business culture, at the same time continuing their studies.

Representatives of the management and HR team organize meetings at the universities. In 2012, they visited students of the Warsaw University of Technology and the Wrocław University of Technology. During those meetings they talked about the organization and answered the students' questions. Students who were interested in internships or work could hand in their CVs.

In 2012, EDC also cooperated with the Careers Office at the Warsaw University of Technology in connection with the publication of advertisements and information on current events at EDC. A few employees conducted classes for students at the Warsaw University of Technology.

Another example of EDC's work for the local community is the Justyna Moniuszko Scholarship. The 4th edition started in 2012 (the 2011/2012 summer term). The scholarship has been funded by the Engineering Design Center to commemorate Justyna Moniuszko, an EDC intern, student of the Faculty of Power and Aeronautical Engineering Department of the Warsaw University of Technology, who was killed in the airplane crash near Smolensk on 10 April 2010. The aim of the scholarship is to support financially the most talented students of the Faculty of Power and Aeronautical Engineering at the Warsaw University of Technology. The scholarship is granted to two full-time students who have obtained a degree in engineering and commenced the first term of the MA programme. It is paid monthly for the duration of the MA programme,







not longer, however, than for three terms, on the condition that the criteria specified in the rules and regulations are met.

The "Ambassador Programme" is another project addressed to students and EDC interns. Thanks to this programme, EDC and our ambassadors are constantly in touch and inform one another about the latest news from the Warsaw University of Technology and the EDC. In 2012, EDC had 8 ambassadors who represented 7 technical universities in Poland.

In addition to supporting students of engineering, EDC is trying to contribute to the popularization of science and the engineering profession in Poland. As part of the "Girls for Technical Universities" campaign, in 2012 the representatives of EDC management took part in the Fair for Secondary School Graduates (Targi Maturzysty) organized at the Warsaw University of Technology by the Perspektywy Publishing House.

#### The Age of Engineers

The Age of Engineers, a project launched by the Institute of Aviation and several of its partners, is one of the programmes that promote the engineering profession and technical sciences.

A number of universities (e.g. the Kraków University of Science and Technology (AGH), the Rzeszów University of Technology, the Poznań University of Technology), scientific institutes (e.g. the Institute of Aviation, the Air Force Institute of Technology), corporations (e.g. General Electric), and secondary and middle schools became involved in the project. The strategic goals of the programme include raising the level of teaching science by taking into account the real needs of the economy. As part of the Age of Engineers, in 2012 young people were able to take part in practical classes, e.g. in the laboratories of research institutes, visit the technical universities on "doors open days", attend meetings at innovative companies or take part in nationwide competitions on technical topics. Meetings with school students' parents and teachers were also organized. In other words, the programme covered all spheres that affect the development of young people's interests. The <a href="www.erainzyniera.pl">www.erainzyniera.pl</a> website is an important tool of the programme. Its users (who include school students and teachers) can affect its layout, improve its functionality, play and learn at the same time.





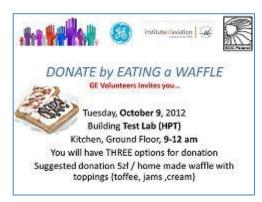


#### **GE Volunteers**



In addition to regular, more formal actions for the benefit of the local community, the company supports various one-off projects. As part of the activities of the corporate initiative GE Volunteers, the EDC employees engage in all types of charitable actions and recommend to EDC management the ones which, in their opinion, the

Company should support. In 2012, our organization worked the most number of hours per capita for the local community of all the GE firms in the world.



EDC supports schools, educational centres, children placed in foster care. In 2012, the EDC management renovated the sports facilities at the primary school in Mniszek near Radom and bought sports equipment for the children.

We also started selling waffles in our centre. The money raised in this way is donated to the

foundations recommended by our employees. In 2012, they were: the "Our Barycz" Foundation, the Education and Entrepreneurship Foundation and the Paluch Animal Shelter.



As many as 40 volunteers from EDC took part in the organization of Children's Day for children from a school in Warsaw - Targówek and the nearby Refugees' Home. All day long, about 150 children (from Poland, Chechnya and Georgia) played games organized by our employees. This event received the GE Aviation Purpose Award in the "Lift People Up" category.

On the whole, EDC employees worked 1,727 hours in 2012 in

all the GE Volunteers actions.







#### The Night at the Institute of Aviation EDC



EDC not only supports organizations that help children; it also actively promotes science, and our employees share their knowledge and experience with others. The Night at the Institute of Aviation is a perfect opportunity for this. It is an event for the whole family. In 2012, during the 4th edition, 12,000 people visited the Institute.

The visitors could visit research laboratories and see various aircraft from close up: from the smallest unmanned observation aerial vehicles, through hovercraft to helicopters and aeroplanes, including the Czajka ultra-light aeroplane manufactured by Aero-Kros in Krosno, the beautiful Fregata J6 motor glider (presented at ILA 2012 in Berlin) and the ORKA double-engine aircraft. It is one of the few aeroplanes currently manufactured that were constructed in Poland from scratch and are manufactured here. The Night at the Institute of Aviation is the only night in the year when people can freely visit the Institute of Aviation.







#### 6. Summary and plans for 2013

Many people used to associate the corporate social responsibility concept with the activities of non-governmental organizations, foundations, associations and other organizations involved in charity work. The private sector was rarely associated with CSR. In the last ten years, people began noticing that companies do care about the local community, and many of them see corporate social responsibility as a strategy that is beneficial for both parties. They get involved in social dialogue and take initiatives aimed at ensuring compliance with the regulations, promoting business ethics and helping the community and the environment.

EDC is an organization that supports many charitable actions, foundations and scientific clubs, and cares about its employees and their families. Its intention is to continue acting responsibly, supporting employees' initiatives and helping the local community. Women's Network planned several events for 2013 to support the development of women; HealthAhead prepared a calendar of health-promoting events; GE Volunteers have chosen a few organizations that the employees would like to support in the coming year; and the Company's management undertook to launch a project to improve internal communication - EDC TV.

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