


Personal Information

First Name/Last Name **Dumitrache Mihaela Anamaria**

Address -

Telephone 0726 738017

Nationality Romanian

Political Affiliation Politically unaffiliated

Birth Date December 20, 1979

Gender Female

Work Experience

Period **February 18, 2019 – to date** selected and appointed in compliance with the provisions of the GEO no. 109/2011 regarding the corporate governance of the public enterprises, as follows:
18.02.2019 – 17.02.2023, 4 year-mandate
18.02.2023 – 19.02.2023, provisional mandate
20.10.2023 – 19.10.2027 selected and appointed for a mandate of 4 years

Job title or Position held

Deputy Director General

Between **19.01.2020 – 04.02.2020** I also fulfilled the position of **Director General**, exercising all the duties and having all the responsibilities related to this position

Main activities and responsibilities

- **Managing the human resources activity, the legal assistance and representation activity, as well as the activity of the following organizational structures: the Communication and Corporate Governance Unit, the Contract Tracking Department, the Management Systems and Managerial Internal Control Department and the Information Security Office;**
- **Fulfilling the duties and responsibilities of the position of Director General when the holder is absent from the company;**
- Participating in the development of the company's Revenues and Expenditure budget;
- Responsible for the substantiation and execution/implementation of the annual budget regarding personnel expenses - in the amount of approx. 40 million euros/year);
- Participating in the development and implementation of the company's Investment Programs;
- Participating in all meetings with analysts within the events regarding the presentation of the company's results;
- Coordinating the implementation and continuous development of the internal managerial control system;
- Leading or participating in negotiations with the Union for the conclusion or amendment of the CLA (Ro. CCM) at the company level;
- Defining and achieving the directorate's objectives so that the company's integrated objectives are achieved;
- Achieving the objectives and performance indicators established by the Board of Directors in accordance with the Administration Plan.

Employer's Name and Address

The company CONPET S.A.

Activity type or business area

Transport of crude oil, rich gas, ethane and condensate by pipelines

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| <p>Period</p> <p>Job title or Position held</p> <p>Main activities and responsibilities</p> <p>Employer's Name and Address</p> <p>Activity type or business area</p> <p>Period</p> <p>Job title or Position held</p> <p>Main activities and responsibilities</p> <p>Employer's Name and Address</p> <p>Activity type or business area</p> <p>Period</p> <p>Job title or Position held</p> | <p>February 1, 2018 - February 17, 2019</p> <p>Deputy Director General 1</p> <p>- Coordinating and organizing the activity of the Commercial, Environment and Administrative Unit, Human Resources Department, Legal Department, Contract Tracking Department, Management Systems and Internal Control Management Department, Communication and Public Relations Department, Strategic Projects Department, Corporate Governance Office. - Responsible for the substantiation and execution/implementation of the annual budget regarding personnel expenses - in the amount of approx. 40 million euros/year); - Participating in all meetings with analysts within the events regarding the presentation of the company's results; - Coordinating the implementation and continuous development of the internal managerial control system; - I led the negotiations with the social partner regarding the conclusion or amendment of the CLA (Ro. CCM) at the company level; - Fulfilling the duties and responsibilities of the Director General when he is absent from the company - Defining and achieving the objectives in the area of expertise so that the company's integrated objectives be achieved</p> <p>The company CONPET S.A. - Ploiesti</p> <p>Transport of crude oil, rich gas, ethane and condensate by pipelines</p> <p>June 12, 2017 – January 31, 2018</p> <p>Director of Commercial and Regulated Activities Directorate</p> <p>- Organizing and pursuing the procurement procedures in compliance with the Internal Procedural Norms; - Tracking contracts' performance from the commercial point of view; - Definition and realization of the directorate's goals, to achieve the company's integrated objectives; - Participating in the meetings with analysts during events regarding the presentation of the company's results; - Participating in the negotiations with the social partner regarding the conclusion or amendment of the CLA (Ro. CCM) at the company level;</p> <p>The company CONPET S.A. Ploiesti</p> <p>Transport of crude oil, rich gas, ethane and condensate through pipelines</p> <p>April 15, 2016 – June 11, 2017</p> <p>Head of the Legal and Regulated Activities Unit</p> <p>- Organizing and coordinating the activity of the Legal Department, the Prevention and Protection and Emergency Situations Department, the Environmental Permits Office; - Defining and achieving the unit's objectives as to reach the company's integrated goals; - Participating in the meetings with analysts occasioned by the events on the presentation of the company's results.</p> <p>The company CONPET S.A. Ploiesti</p> <p>Transport of crude oil, rich gas, ethane and condensate through pipelines</p> <p>December 15, 2014 - April 14, 2016</p> <p>Director of the Corporate Management Directorate</p> |
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| Main activities and responsibilities Employer's Name and Address | <ul style="list-style-type: none"> - Organizing and coordinating the Legal Department, the Human Resources Department, the Investor Relations and Capital Market Department and the Management Systems' Certification Department; - Participating in the negotiations with the social partner regarding the conclusion or amendment of the CLA (Ro. CCM) at the company level; - Participating in the meetings with analysts occasioned by the events on the presentation of the company's results; -Defining and achieving the objectives of the direction so as to achieve the integrated objectives of the company. <p>The company CONPET S.A. Ploiesti</p> |
| Period Job title or Position held Main activities and responsibilities | <p>November 8, 2012 – December 14, 2014</p> <p>Head of the Legal and Litigation Department</p> <ul style="list-style-type: none"> -Coordinating all the legal assistance activity and representation of the company's interests against the Courts, as well as in relation with third parties; -Participating in the negotiations with the social partner regarding the conclusion or amendment of the CLA (Ro. CCM) at the company level. |
| Employer's Name and Address Activity type or business area Period | <p>The company CONPET S.A. Ploiesti</p> <p>Transport of crude oil, rich gas, ethane and condensate through pipelines</p> <p>April 10, 2009 – November 7, 2012</p> <p>Head of the Legal Department</p> |
| Job title or Position held Main activities and responsibilities | <ul style="list-style-type: none"> Coordinating all legal assistance and representation activities in order to ensure the legality of the documents signed or issued by the company and represent the interests thereof against the Courts as well as in relation with third parties. |
| Employer's Name and Address Activity type or business area Period | <p>The company CONPET S.A. Ploiesti</p> <p>Transport of crude oil, rich gas, ethane and condensate through pipelines</p> <p>March 3, 2003 – April 9, 2009</p> <p>Legal Adviser</p> |
| Main activities and responsibilities Employer's Name and Address Activity type or business area Period | <p>Legal assistance and representation of the company's interests</p> <p>The company CONPET S.A. Ploiesti</p> <p>Transport of crude oil, rich gas, ethane and condensate through pipelines</p> <p>2004-2005</p> <p>Junior teaching assistant</p> |
| Employer's Name and Address Education and Training Period Qualification/Diploma Name and type of organization providing education and training The main disciplines studied/acquired professional skills | <p>„Oil & Gas" University Ploiesti</p> <p>March 2024</p> <p>Diploma – Practical implementation of the internal managerial control code in the public entities (OSGG 600/2018)</p> <p>Dotis Training SRL</p> <p>Practical aspects of the implementation of the managerial internal control code in public entities (OSGG 600/2018)</p> |

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| Period Qualification/Diploma Name and type of organization providing education and training The main disciplines studied/acquired professional skills | August 2023 “Recent amendments brought to the labor legislation” Prahova Chamber of Commerce of Industry Practical aspects regarding the drafting of the individual employment contract; salary and social rights of the employees; theoretical and practical aspects related to social dialogue; collective negotiation and company reorganization: good HR practices |
| Period Qualification/Diploma Name and type of organization providing education and training The main disciplines studied/acquired professional skills | June 2023 Certificate UNELM accredited member - Labor law expert UNELM – the National Union of Experts in Labor Legislation Expert in labor legislation |
| Period Qualification/Diploma Name and type of organization providing education and training The main disciplines studied/acquired professional skills | October – December 2021 Specialization course Expert in labor legislation Lex Academy - Institute for administrative studies and labor legislation - Bucharest Application of national, European and international labor and social security legislation; drafting and/or approving CIM/CCM as well as all documents specific to labor legislation and social security; work organization and the development of payroll systems at the unit level; application of the procedures regarding dismissal for reasons related or not related to the person of the employee; carrying out the disciplinary investigation, as well as the application of legal procedures regarding patrimonial liability; conciliation of labor conflicts and provision of specialized consulting services in labor and social security legislation; extrajudicial representation of employers / trade unions in relation to labor and social security authorities. |
| Period Qualification/Diploma Name and type of organization providing education and training The main disciplines studied/acquired professional skills | December 2022 Certificate – participation in taxation & accounting seminar; Top Training Center SRL Continuous training program Top Training Center Executive Program 2022 Taxation & accounting; current and prospective tax regulations; Preparing to close the 2022 fiscal year; IFRS. |
| Period Qualification/Diploma Name and type of organization providing education and training The main disciplines studied/acquired professional skills | March 2022 Participation diploma – National Anticorruption Strategy 2021- 2025 Dotis Training Ploiești National anti-corruption strategy 2021-2025; Continuity and differences from previous strategies. Ethics and Integrity Measures. |
| Period | January 2021 |

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| Qualification/Diploma | Certificate - Implementer of anti-bribery management system according to ISO standard 37001:2016 |
| Name and type of organization providing education and training | SGS Bucharest |
| The main disciplines studied/acquired professional skills | The SR ISO 37001 requirements implementation program within CONPET:2017 "Anti-bribery management systems"; Elaboration/ completion/ updating of the SMI documentation/ regarding the requirements of ISO 37001; Internal audit activity for the anti-bribery management system |
| Period | July 2020 |
| Qualification/Diploma | Certificate of participation in the integrated training program "Cyber - Security and Inside Information" |
| Name and type of organization providing education and training | INTENSEC Cyber Division SRL |
| The main disciplines studied/acquired professional skills | Cyber- Security and Inside Information |
| Period | August 2020 |
| Qualification/Diploma | Certificate of Graduation - Specialist in IT systems security procedures and tools |
| Name and type of organization providing education and training | First Mixt Development – 1MD |
| The main disciplines studied/acquired professional skills | Applying the legal provisions regarding OHS and Emergency Situations; application of environmental protection rules; application of quality procedures; identification of information security requirements; design of Security procedures; developing the information security implementation program; reviewing the threat and vulnerability model; staff training; IT Security software and hardware tools. |
| Period | September 2020 |
| Qualification/Diploma | Certificate of Graduation – Management of Disasters and Emergency Situations |
| Name and type of organization providing education and training | Success in Education and Sports Association and Prahova Chamber of Commerce and Industry |
| The main disciplines studied/acquired professional skills | Management of Disasters and Emergency Situations |
| Period | July 2020 |
| Qualification/Diploma | Attendance Certificate - Bussiness Presentation Skills Training |
| Name and type of organization providing education and training | Red Carpet |
| The main disciplines studied/acquired professional skills | Verbal, non-verbal, para-verbal communication in the physical and online environment |
| Period | June 2020 |
| Qualification/Diploma | Digital Certificate – Incoterms 2020 news, challenges and opportunities |
| Name and type of organization providing education and training | Incoterms 2020 and ICC Prahova Chamber of Industry and Commerce |

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| <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> | <p>Knowledge of information security risks, threats and vulnerabilities; Knowledge of IT&C systems protection methods and techniques; Ways to combat cyber-attacks; Implementation of an effective information security system</p> <p>January 2020</p> <p>Project Manager</p> <p>SC ATC &IT Solutions SRL</p> <p>Establishing the scope and requirements of the integrated project management; carrying out procurement procedures for the project; management of the use of costs and operational resources for the project, risk and quality management of the project.</p> <p>February 2020</p> <p>Participation Certificate – Strategic Management. Investments Management</p> <p>ATC&IT Solutions SRL</p> <p>Elaboration of the strategy at the organization level; identification and analysis of factors influencing the organization's strategy; monitoring and controlling the implementation of the strategy at the organization level; strategic integration of project and program initiatives across organizations.</p> <p>February 2019</p> <p>Certificate of Graduation - Processes Improvement Manager</p> <p>Prahova Chamber of Industry and Commerce</p> <p>Continuous personal development; Coordination of the process improvement team, workplace organization; Organization of the workplace Identifying the value flow and impact factors on process performance; Establishing the system of indicators to improve process performance; Determination of the process improvement plan; Development of the visual process management system; Self-assessment of the performance level of the processes; Making decisions to implement improvement solutions.</p> <p>May 2019</p> <p>Certificate of Graduation – Labor Norming</p> <p>Stentor Consulting Bucharest</p> <p>Collecting and processing the data necessary to determine the standard time, using the direct timing method; gathering and processing the data necessary to determine the weight/duration of the elements of the production process, using the method of instantaneous observations.</p> <p>December 2018</p> <p>Graduation Certificate - Manager of the Risk Manager System (Management and Risk Management – amendments brought to the Order of the Government General Secretariate no. 600/2018)</p> <p>Expert Aktiv Group SRL – Onești</p> <p>Risk management: identification, risk reduction plan, monitoring and control risk assessment; Risk management standards and regulations.</p> <p>October 2018</p> |
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| Qualification/Diploma | Graduation Certificate – Manager of the Risk Management System |
| Name and type of organization providing education and training | Expert Aktiv Group SRL - Onești |
| The main disciplines studied/acquired professional skills | Internal control system - SCIM; Implementation, Development, Procedures and Indicators. Risks and the integration of internal managerial control in the current activity. The Internal Audit of the System for the prevention of corruption in a public entity |
| Period | March 2017 |
| Qualification/Diploma | Certificate of Attendance Completion of Training on the Prevention and Control of Corruption Within Companies, Through USA Best Practices |
| Name and type of organization providing education and training | TRACE INTERNATIONAL |
| The main disciplines studied/acquired professional skills | Prevention and control of corruption within companies |
| Period | July – September 2016 |
| Qualification/Diploma | Assessor of hazards for occupational health and safety |
| Name and type of organization providing education and training | HSEQ CONSULTING SRL |
| The main disciplines studied/acquired professional skills | Systematic identification of occupational injury and illness risks; Evaluation of the level of risk at the workplace; Hierarchization of the professional risks and management-level planning of programs of prevention and protection measures; Implementation of the measure programs related to the prevention and protection by establishing clear deadlines and responsibilities; Monitoring and continuous improvement of the occupational health and safety system. |
| Period | May 2016 |
| Qualification/Diploma | Certificate of graduation – Technical staff with attributes in the field of fire prevention and extinguishing |
| Name and type of organization providing education and training | WNR International SRL Ploiești |
| The main disciplines studied/acquired professional skills | Planning, organizing, monitoring and controlling fire prevention and extinguishing activity and providing specialist technical support, guidance and assistance. |
| Period | June 2016 |
| Qualification/Diploma | Certificate of Graduation – OHS Inspector |
| Name and type of organization providing education and training | WNR International SRL Ploiești |
| The main disciplines studied/acquired professional skills | Organization of occupational health and safety activities, staff training on occupational health and safety issues, monitoring occupational health and safety activities, investigating the causes of occupational accidents and illnesses. |
| Period | December 2015 |

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| Qualification/Diploma | Certificate of graduation – Human Resources Manager |
| Name and type of organization providing education and training | Expert Aktiv Group SRL Onești |
| The main disciplines studied/acquired professional skills | Advising other managers on HR matters. Coordinating the human resources activities; coordinating the development of human resources policies and programs; coordination of personnel in the human resources department; developing the human resources strategy; monitoring personnel costs; monitoring the labor relations system; organizing the activity of the human resources department; representing the human resources department. |
| Period | June 2013 |
| Qualification/Diploma | Certificate of graduation – Internal Auditor in the public sector |
| Name and type of organization providing education and training | TSI Consultanta si Training S.R.L. |
| The main disciplines studied/acquired professional skills | Preparing the audit mission; gathering information; risk assessment; preliminary assessment of internal control; scheduling the internal audit mission; development of internal audit tests; formulation of internal audit findings, conclusions and recommendations and preparation of the internal audit report, supervision of the internal audit mission; capitalizing on internal audit recommendations; developing operational relations with audited entities; ensuring the quality of the internal audit activity; evaluation of the organizational system, the system regarding risk management, internal control and governance; evaluation of legal/financial-accounting/information technology/financing process activity. |
| Period | July 2013 |
| Qualification/Diploma | Assessment of the implementation of the Internal/Managerial Control System, Internal Audit, Risk Management, Corporate Governance |
| Name and type of organization providing education and training | TSI Consultanta si Training S.R.L. |
| The main disciplines studied/acquired professional skills | Implementation of the Internal/Managerial Control System, Internal Audit, Risk Management, Corporate Governance. |
| Period | March 2012 |
| Qualification/Diploma | Participation diploma - participation in the program " System of internal control standards/managerial system procedure. OMFA operational procedure no. 946/2005 " |
| Name and type of organization providing education and training | Cadet&Training |
| The main disciplines studied/acquired professional skills | Implementation of the internal control/managerial standards and the operational procedure OMFA no. 946/2005. |
| Period | September 2006 |
| Qualification/Diploma | Certificate of graduation – of Module III – Application of the legislation harmonized in industry and trade " |
| Name and type of organization providing education and training | SC Formenerg S.A Bucharest |

| <p>The main disciplines studied/acquired professional skills</p> <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> | <p>Establishing the eligibility criteria of public procurement offers in relation to the requirements of the regulated fields; analyzing technical offers in relation to the requirements of the regulated fields; analyzing the legislation applicable to the activity carried out within the institution; management of specialized documents.</p> <p>2004 - 2005</p> <p>MBA Graduate – “Management of the economic litigations”</p> <p>Pan-European Postgraduate College and "Oil and Gas" University - Ploiești</p> <p>Management of the economic litigations Rules, regulations and practices of investment in countries with transitional economic legal system</p> | | | | | | | | | | | | | | | | | | | | | | | |
|--|---|---------|--------------------|-------------------|--------------------|--|---------|-----------|---------|--------------------|-------------------|--------------------|------------------|----|----|----|----|----|-----------------|----|----|----|----|----|
| <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> | <p>March 2003</p> <p>Graduate of the course "The Application of the New Labor Code and the Settlement of Labor Disputes"</p> <p>Prahova Chamber of Industry of Commerce</p> <p>The New Labor Code and Settlement of Labor Disputes"</p> | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> | <p>1998 - 2002</p> <p>Batchelor of Sciences – Faculty of Law – majoring in Legal Sciences</p> <p>Bucharest Romanian - American University</p> <p>Legal Sciences</p> | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Period</p> <p>Qualification/Diploma</p> <p>Name and type of organization providing education and training</p> <p>The main disciplines studied/acquired professional skills</p> | <p>August 1998</p> <p>Professional certificate English interpreter</p> <p>"I.L.Caragiale" Ploiești National College</p> <p>English language interpreter</p> | | | | | | | | | | | | | | | | | | | | | | | |
| <p>Personal Skills and Competences</p> <p>Foreign languages</p> <p>Self-assessment</p> <p>English language</p> <p>French language</p> <p>Social skills and competences</p> | <table border="1" data-bbox="536 1635 1508 1830"> <thead> <tr> <th rowspan="2"></th> <th colspan="2">Understanding</th> <th colspan="2">Speaking</th> <th>Writing</th> </tr> <tr> <th>Listening</th> <th>Reading</th> <th>Spoken interaction</th> <th>Spoken production</th> <th>Written production</th> </tr> </thead> <tbody> <tr> <td>English language</td> <td>C2</td> <td>C2</td> <td>C2</td> <td>C2</td> <td>C2</td> </tr> <tr> <td>French language</td> <td>B1</td> <td>B1</td> <td>B2</td> <td>B2</td> <td>B2</td> </tr> </tbody> </table> <p>- interpersonal communication skills - team spirit - strong personality, honorable, dynamic, sociable, communicative person</p> | | Understanding | | Speaking | | Writing | Listening | Reading | Spoken interaction | Spoken production | Written production | English language | C2 | C2 | C2 | C2 | C2 | French language | B1 | B1 | B2 | B2 | B2 |
| | Understanding | | Speaking | | Writing | | | | | | | | | | | | | | | | | | | |
| | Listening | Reading | Spoken interaction | Spoken production | Written production | | | | | | | | | | | | | | | | | | | |
| English language | C2 | C2 | C2 | C2 | C2 | | | | | | | | | | | | | | | | | | | |
| French language | B1 | B1 | B2 | B2 | B2 | | | | | | | | | | | | | | | | | | | |

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| Organizational skills and competences | <ul style="list-style-type: none">- capacity to respond to deadlines and work under pressure- organized and analytical- oriented towards performance and results |
| PS skills and competences | Proficiency in PC, MS Office (Word, Excel, Power Point etc.) |
| Driving license | B Category |