

## ANNEX II

### **SELECTION NOTICE FOR THE POSITION OF DIRECTOR GENERAL OF THE COMPANY CONPET S.A.**

The company **CONPET S.A.**, assisted by the independent expert S.C. *FOX MANAGEMENT CONSULTANTS S.R.L.* announces the **initiation** of the recruitment and selection process for the position of **Director General** of the Company. This recruitment and selection process is carried out in accordance with the provisions of the Government Emergency Ordinance no. 109/2011 *on the corporate governance of public enterprises, approved with subsequent amendments and completions by Law no. 111/2016*, subsequent amendments and completions and with the provisions of the Government Decision no. 639/2023 *for the approval of the methodological norms for the application of the Government Emergency Ordinance no. 109/2011 on the corporate governance of public enterprises*, subsequent amendments and supplementations.

CONPET S.A. (“**The company**”) is a public company for the purposes of GEO no. 109/2011, headquartered in Ploiești, providing specialized transport services via pipelines and by railway tanks of the crude oil and derivatives coming from the domestic and import production, enabling the supply of the refineries. The company operates a pipeline network having 3800 km in length crossing over 24 Romanian counties. CONPET is a company listed at the Bucharest Stock Exchange, on 31.12.2024 registering a turnover of over 107 million Euro and having over 1,350 employees. Additional information about the company are available on the websites: [www.conpet.ro](http://www.conpet.ro) and [www.bvb.ro](http://www.bvb.ro).

**The Director General** will organize and manage the current company business in compliance with the duties provided for in the contract of mandate and the applicable legal regulations, acting as legal representative of the company.

The performance shall be quantified based on a set of financial and non-financial performance indicators which will be included in the contract of mandate negotiated and convened with the Board of Directors, so as the company to reach the objectives set out in the administration plan which is to be approved in compliance with the legal provisions.

The term of the Director General’s mandate agreement shall correlate with the term of office of the Board of Directors’ members.



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**The stages of the recruitment and selection process and the calendar of the procedure, as follows:**

- Publication of the notice regarding the selection of the Director General on the company's website and in the newspapers - deadline 20.02.2026
- Time for submission of candidacies 23.02.2026 – 25.03.2026
- Evaluation of the candidacy files, clarifications, settlement of the long list and short list 26.03.2026 – 01.04.2026
- The presentation of the statement of intent of the candidates from the short list, performance of interviews, application of scoring, integrating the results into the candidate profile matrix and submitting the report with nomination proposals 02.04.2026 – 28.04.2026
- Appointment of the Director General, execution of the mandate contract - deadline 29.04.2026

The deadlines may be extended due to objective reasons, by the prior joint endorsement of the Chairman of the Nomination and Remuneration Committee and of the Chairman of the Board of Directors, by the observance of the minimum period of 30 days for filing the candidacies as of the date of the notice publication in the media and of the 15 days deadline regarding the submission of the statements of intent.

**In the evaluation process and subsequently the final selection of the candidates, the following shall be considered:**

**Criteria for evaluation/final selection of the candidates:**

1. The candidacy file with the related documents
2. Candidate evaluation matrix (degree of achievement of the selection criteria/evaluation grid)
3. Candidate's Statement of Intent
4. Interview

**Selection criteria comprising:**



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## Competencies:

- Professional experience
- Competencies specific to the company's activity sector
- Professional competencies of strategic importance
- Corporate Governance Competencies
- Social and professional skills
- Local and international experience
- Alignment with the letter of expectations

## Features:

- Leading skills;
- Adaptability to various work environments and systems;
- Team work skills;
- Capacity to manage complex tasks and achieve the set targets;
- Negotiation skills;
- Capacity to motivate and grow the subordinated personnel;
- Ability to take responsibility in the exercise of job duties.
- Personal and professional reputation
- Integrity, reputation and ethical behavior
- Dynamism, determination
- The capacity of analysis, synthesis and managerial decision.

**Evaluation and selection conditions and criteria:** Each of the candidates for the Director General position will be evaluated and selected according to the fulfillment of the following requirements:

<b>DIRECTOR GENERAL</b>	
<p><b>Mandatory minimum requirements:</b></p> <ol style="list-style-type: none"> <li>1. Romanian citizenship, citizenship of other EU or non-EU member states;</li> <li>2. Knowledge of Romanian language (written and spoken production);</li> </ol>	<p><b>Conditions that constitute an advantage:</b></p> <ul style="list-style-type: none"> <li>✓ Knowledge of at least one language of international circulation;</li> </ul>



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<p>3. Proper health condition and full exercising capacity;</p> <p>4. Higher education graduate with a bachelor's degree in engineering, economic, or legal sciences from Romania or abroad – recognized in Romania.</p> <p>5. Experience:</p> <ul style="list-style-type: none"> <li>a. minimum of 10 years of experience in the field of study, of which at least 7 years in management positions, of which at least 5 years of experience in companies with core business in the energy field;</li> <li>b) Coordination of various projects in companies with annual turnover of at least 50 million Euro;</li> <li>c. the implementation of projects/investment programs with a value greater than 15 million Euro;</li> <li>d. coordination of a minimum number of 200 employees within a company with a complex organizational structure of at least 1,000 employees;</li> </ul> <p>6. Certified knowledge of risk management (proved by presenting a professional training certificate);</p> <p>7. Experience in communicating with financial analysts during events regarding the presentation of company results;</p> <p>8. Experience in the implementation and continuous development of the internal management control system;</p> <p>9. Inter-personal communication skills;</p> <p>10. Observes the legal regime regarding incompatibility and conflict of interests, imposed by the applicable legal provisions in force;</p> <p>11. Fiscal and criminal record bearing no mentions.</p>	<ul style="list-style-type: none"> <li>✓ Postgraduate studies, MBA, doctoral degree in a field relevant to the public enterprise's scope of business;</li> <li>✓ Experience acquired based on the activity carried out in hydrocarbon or gas pipeline transport company;</li> <li>✓ Relevant experience and proven negotiation skills in relation to social partners;</li> <li>✓ Experience in similar management positions (Director General, Deputy Director General, Manager);</li> <li>✓ Exceeding the minimum conditions is an advantage.</li> </ul>
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#### ▪ Benefits

The candidate selected for the position of Director General will benefit from a remuneration consisting of a fixed and a variable component, in accordance with the responsibilities of the



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position, the effort made in fulfilling them and the results obtained, in accordance with the applicable legal provisions and within the general limits approved by the OGMS

▪ **The candidacy-related documents**

**The candidacy files** shall be submitted on the company's address CONPET - No.1-3, Anul 1848 Street, postal code 100559, Ploiești, Prahova, on paper form, in closed and sealed envelope, which will bear the mention: "The selection procedure for Director General of CONPET, Name and Surname of the Candidate" - In the attention of Mr. Cornel Bănică - Head of the Legal Department, up to 25.03.2026, 16:00 (local time) at the latest and **shall explicitly include the following Documents in Romanian language - filed:**

- a) Inventory of documents
- b) Curriculum vitae, pursuant to the European common model;
- c) Medical certificate;
- d) Criminal record;
- e) Fiscal record;
- f) Copies of the following documents:
  - o Copy of the identity card;
  - o Copy of the marriage certificate or other documents, only if the name on the submitted documents is different from the one on the identity document;
  - o Copy of academic diplomas (bachelor's or equivalent; postgraduate, as applicable);
  - o Copies of training program graduation certificates (if applicable);
  - o Reges extract/ Revisal / copy of the workbook/ copy of mandate/ management contracts/ copy of certificates issued by employers attesting the professional experience according to the requirements in the notice;
  - o Any other documents asserting the fulfilment of at least the minimum conditions.

All documents submitted in copy will be certified true copy by the candidate (with handwritten signature).

- g) Filled-in and signed forms:
  - o Request for entry;



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- The self-declaration on the compliance of the documents and information presented in the file, the lack of conflict of interests and the incompatibility situations;
- Declaration regarding the consent to obtain data for the purpose of verifying information;
- Consent for processing the personal data;
- Declaration of interests.

Submission on paper of all documents requested in the Selection Notice is mandatory. Failure to submit all documents by the indicated deadline (25.03.2026, 16:00) will result in the exclusion from the selection procedure.

At the same time, applications received by the Company after 25.03.2026, 16:00, will no longer be considered.

Candidates selected on the shortlist are required to appear for the interview with the original documents submitted in copies to the file.

**The form samples are to be found and downloaded from the website [www.conpet.ro](http://www.conpet.ro),**

starting the notice publication date. Additional information regarding the submission of the application file may be requested by email, at the email address [cornel.banica@conpet.ro](mailto:cornel.banica@conpet.ro), contact person Mr. Cornel Bănică - Head of Legal Department, telephone 0244401360, extension 2277.

### **Additional information**

The candidate's statement of intent will subsequently be requested only from candidates confirmed on the shortlist and will be drawn up based on the letter of expectations sent by the tutelary public authority, published on the company's website in the Corporate Governance/Management section.

The candidates declared admitted to the selection stage of the files, who are on the shortlist, will be evaluated during the interview, the time and venue of which will be communicated to them personally, via email and by phone.



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By submitting the file, the candidates give their implicit consent that their personal data be processed for the carrying out of the recruitment and selection procedure.

At the end of the selection process the documents of the candidates who will not be confirmed in the capacity will be returned to the applicants, upon their requests, within 30 days or will be destroyed after the 30 days have past.

The selection process will take into account the national and European legal provisions regarding equal opportunities in employment between women and men.

### **Communication with the candidates**

All along this selection process, communication with the candidates will be made via email and by telephone, that is why it is imperative that the email address and the phone number mentioned in the Curriculum Vitae be correct.

According to the provisions of the GEO no. 109/2011, subsequent amendments and additions and in accordance with the rules of professional ethics governing the recruitment activity, the long list, short list, the nomination proposals for the selection by the Board of Directors and the results obtained by candidates at each stage of the recruitment and selection procedure are deemed confidential and will not be published; the candidates will be notified by email and telephone that they have been confirmed/not confirmed on the long list/short list; after the completion of the recruitment and selection procedure, each candidate may be individually informed of the results they have obtained, respectively via email and telephone, only upon the candidate's written request.

In compliance with the rules on the protection of personal data, each candidate may request the Board of Directors/Nomination and Remuneration Committee to receive information about the application of the selection criteria in his/her personal case, as well as about the score obtained.

Any candidate dissatisfied with the result of the selection procedure may challenge the result obtained within 2 working days to the Board of Directors, which is obliged to resolve the appeal within 2 working days. The decision of the Board of Directors may be appealed within 15 days as of the notification to the competent administrative court.



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If the selection procedure is suspended by the court, the mandate of the Director General in office continues until the court decision becomes final.

Any appeals shall be submitted to the address of CONPET S.A., no.1-3, Anul 1848 street, postal code 100559, Ploiești, Prahova county, in a sealed envelope, with the mention "To the attention of the Board of Directors of CONPET S.A."



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