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APPROVED by Decision of the Management Board of Novaturas AB of 30 April 2024

## NOVATURAS AB MANAGEMENT BOARD'S ACTIVITY PLAN FOR 2024

### 30 April 2024

The annual activity plan of the Management Board of Novaturas AB (the Company) is drawn up on a quarterly basis during the financial year, taking into account the issues to be discussed at the Board meetings. If necessary, the Board may change the matters to be considered or the order in which they are to be considered, as well as consider other matters not provided for in this activity plan, which are delegated to the Board by the Company's shareholders' meeting and/or for which the Board is addressed by the Company's CEO and/or in other cases when the Board considers matters within its competence.

This Annual Activity Plan does not include matters relating to the approval of the agenda, the setting of meeting dates, updates on the Company's business, discussions amongst the members of the Board and discussions between the Board and the Company's Chief Executive Officer, and other routine matters which the Board considers from time to time.

Matters considered and planned to be considered by the Management Board of the Company in 2024:

### 1<sup>st</sup> quarter:

- 1. Review of the Company's performance and financial indicators
- 2. 2024 budget and annual targets
- 3. Optimisation of the Company's 2024 programme, sales and profitability improvement
- 4. Status of the Company's 2023 audit
- 5. The need for the formation of an Audit and Risk Committee (ARC)
- 6. Development of the Company's e-commerce direction
- 7. Execution/replacement of existing credit agreements
- 8. Consideration of the material terms of the aviation contract
- 9. Process and status of ensuring control over the Company's budget, and financial reporting process
- 10. Implementation of the Company's WEB project

### 2<sup>nd</sup> quarter:

- 1. Review of the Company's performance and financial indicators
- 2. 2024 budget and annual targets
- 3. Audit of the Company's 2023 financial statements
- 4. Formation of the Company's Audit and Risk Committee (ARC)
- 5. Convening of the Ordinary General Meeting of Shareholders of the Company

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- 6. Consideration of proposed changes to the Company's organisational structure
- 7. Civil liability insurance for directors and officers
- 8. Prioritisation of the Company's staffing priorities for 2024 and the establishment of a staffing action plan
- 9. The need to change the reservation system used by the Company
- 10. A plan for investment in the Company's direct sales marketing
- 11. Implementation of the Company's WEB project
- 12. Approval of fraud prevention documents (Code of Conduct, Whistleblowing Policy) (presented by the ARC)
- 13. Establishment of guidelines for the evaluation of the Board's performance
- 14. Risk Management Policy (presented by the ARC)
- 15. Audit and Risk Committee's work plan for 2024 (presented by the ARC)
- 16. Process and status of ensuring control over the Company's budget and financial reporting process
- 17. Detailed questions (if any) from the Audit and Risk Committee (presented by the ARC)
- 18. Consideration of transactions falling within the competence of the Management Board (if relevant)

## 3<sup>rd</sup> quarter:

- 1. Review of the Company's performance and financial indicators
- 2. Implementation plan for direct (non-e-commerce) sales actions: strategic initiatives
- 3. Control of financial data (presented by ARC)
- 4. Oversight of the implementation of the Company's remuneration policy
- 5. 2025 performance plan
- 6. Own sales plan
- 7. Customer Experience Improvement Strategy
- 8. Strategy for improving HR and organisational culture
- 9. Managing strategic partnerships
- 10. Strategy for changing the Company's business model
- 11. Execution/replacement of existing credit agreements
- 12. Detailed questions (if any) from the Audit and Risk Committee (presented by the ARC)
- 13. Presentation on the implementation of personal data protection requirements
- 14. Process and status of ensuring control over the Company's budget and financial reporting process
- 15. Consideration of transactions falling within the competence of the Board (if relevant)

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# 4<sup>th</sup> quarter:

- 1. Review of the Company's performance and financial indicators
- 2. Initiation of the audit of the Company's 2024 financial statements, review of the audit plan
- 3. Review of the Company's business strategy for 2023-2025
- 4. Discussion of the results for the planned year
- 5. 2025 budget and annual targets
- 6. Company's IT transformation strategy
- 7. Strengthening internal control in IT systems
- 8. Company's employee bonuses for 2024
- 9. Detailed questions (if any) from the Audit and Risk Committee (presented by the ARC)
- 10. Process and status of the Company's budget control enforcement and financial reporting process
- 11. Consideration of transactions falling within the competence of the Board's (if relevant)