

SCANIA PERSONNEL FOUNDATION

Application criteria:

1. The purpose of the foundation is to promote such welfare for employees or employees' survivors at Scania CV AB including wholly owned subsidiaries, TRATON AB and TRATON Financial Services including wholly-owned subsidiaries in **Sweden** – hereinafter referred to as an employer – which does not refer to a pension, salary or other benefit which the employer is obliged to pay to an individual employee.
2. The scholarship is for employees as described above, that have not received a scholarship in the last three years. In case of absence, such as study leave or leave of absence at the time of application, the application will not be approved.
3. Only one activity can be applied for at the same time.
4. The scholarship can provide a maximum of SEK 35,000 SEK incl. VAT. The scholarship is paid in the form of a requisition. This means that the applicant does not receive cash, but a requisition that is submitted as payment in the store or to the supplier. The supplier, in turn, invoices the foundation retrospectively. Only one invoice per requisition is possible. Individual expenses, for example MXP (Mobile Expensis) or travel expenses are not allowed.
5. The activity cost must be at least 70% of the total application amount. The remaining 30% can consist of, for example, travel or accommodation costs.
6. The scholarship is a taxable benefit according to the Swedish Tax Agency's rules. This means that the scholarship holder will be taxed on the benefit of the amount received, which can affect both the income tax return and the total tax. It is the scholarship holder himself who is responsible for reporting this correctly.
7. The application can apply to various activities such as scheduled teaching, conferences, seminars, courses or study visits in areas such as technology, economics, administration, creative creation, health-promoting activities, languages or driving license teaching.



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8. The activity should preferably take place in Sweden and, in exceptional cases, abroad if there are special reasons.
 9. Activities that are not granted:
 - a. Activities that are part of the company's competence development responsibility.
 - b. Activities in connection with holidays or of a holiday nature.
 - c. Applications that include equipment, e.g. computer, skis, bicycles.
 - d. Language course in Swedish (SFI).
 - e. Activities already started or ended.
 10. The scholarship is personal and cannot be given away or shared with anyone else.
 11. If the activity requires holiday or other leave, the time for implementation must be decided in consultation with the immediate manager.
 12. The amount of the grant may not be exceeded. The scholarship may only be used for the activity specified in the application. Change of activity/supplier is not allowed, but changes can in exceptional cases be approved by agreement with the board.
 13. The granted scholarship must be used within 24 months from the date granted, otherwise the money remains in the foundation.
 14. A granted scholarship will be withdrawn if the person resigns or is dismissed for a reason other than lack of work, such as mismanagement. If they resign after completing the activity, they will not be liable to repay.