

.....
*name and surname of the person employed
(employee or contractor)*

.....
organisational unit

.....
number of contract of mandate (for the contractor)

Information on Employee Capital Plans (PPK)

Employee Capital Plans is a voluntary long-term savings program, created and co-financed by employed persons (employees and contractors), employers and the state. Private and registered PPK accounts will be funded by contributions from employees and the employing entity, as well as a welcome payment and annual subsidies from the state.

The institution managing the finances accumulated by the PPK participants at the Wrocław University of Science and Technology is PKO Towarzystwo Funduszy Inwestycyjnych S.A., part of the Polish financial group PKO Bank Polski.

The contributions of the employed person and the employer will be calculated as a percentage of salary of the employed person. An employed person can at any time either resign from saving in this program or return to it.

Moreover, we inform that:

- An employed person, who is a participant of PPK, should – within 7 days from the date of concluding PPK agreement in his/her name and on his/her behalf – submit a statement to the employing entity of the PPK agreements concluded on his/her behalf. The statement should include the designation of the financial institutions with which those agreements have been concluded;
- An employed person who is at least 55 years of age and not yet 70 years of age, in order to become a PPK participant, should submit to the employing entity an application for concluding, in his/her name and on his/her behalf, an agreement on running PPK.
- A participant of PPK, apart from the obligatory basic contribution, may declare an additional payment to PPK of up to 2% of his/her remuneration.
- A PPK participant whose remuneration from various sources in a given month does not exceed the amount corresponding to 1.2 times the minimum remuneration may submit to the employing entity a declaration on lowering the basic contribution to PPK; the lowered basic contribution may amount to less than 2% but not less than 0.5% of his/her remuneration.

Detailed information on PPK and the announcements and template forms applicable at Wrocław University of Science and Technology are available on the University's website at <https://pwr.edu.pl/pracownicy/pracownicze-plany-kapitalowe>.

Confirmation of receipt:

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*date and signature of the person employed
(employee or contractor)*