

Employee Development Programs 2024



Grupo
Energía
Bogotá

*Mejoramos vidas
con energía
sostenible y
competitiva*

Employee development programs in GEB

The Talent Management Department, through the **GEB Academy**, leads the development and training of employees as a key part of the corporate strategy. Its objective is to design and execute training solutions aligned with the current and future challenges of Grupo Energía Bogotá (GEB) and its subsidiaries. This is achieved through an annual training plan, surveys to identify training and development needs, and personalized programs with the support of internal and external experts.

Employee development is promoted with a focus on the 70-20-10 model, identifying critical positions and high potential employees. The GEB Academy has achieved **98% coverage** in the last six years, promoting a culture of continuous learning, self-management and adaptation to virtual environments. The need to update technical knowledge through a flexible and high-quality training offer is a key part of the program.

IMPROVE COMPETENCIES AND SKILLS

Ensure that employees acquire the necessary skills to perform their roles effectively.

Benefit: Increases productivity and quality of work.

FOSTER CAREER GROWTH

Provide opportunities for professional growth and development.

Benefit: Improves job satisfaction and reduces staff turnover.

DEVELOP INTERNAL LEADERS

Identify and prepare employees with leadership potential.

Benefit: Ensures effective leadership succession and maintains business continuity.

ALIGN CAPABILITIES WITH STRATEGIC GOALS

Align employee skills and competencies with the company's strategic goals.

Benefit: Facilitates the achievement of organizational goals and improves competitiveness

PROMOTING INNOVATION AND ADAPTABILITY

Foster a culture of continuous learning and adaptation to change.

Benefit: Staying competitive in an ever-changing business environment.

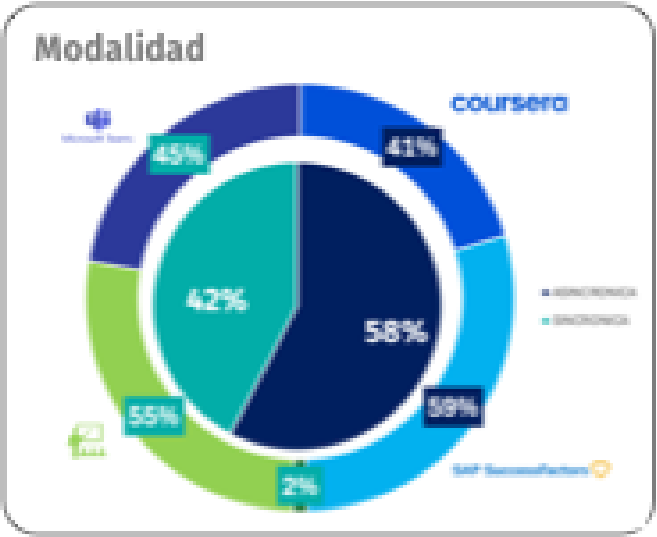
IMPROVE TALENT RETENTION

Create an engaging work environment that motivates employees to stay.

Benefit: Reduces costs associated with hiring and training new employees.

DEVELOPMENT PROGRAMS

- On-the-Job Training:** Specific programs to improve technical and operational skills.
 - Mentoring and Coaching:** Personalized advice for professional and personal development.
 - Courses and Workshops:** Training in soft skills such as leadership, communication and teamwork.
- These programs are essential for the sustainable growth of the company and the comprehensive development of its employees.



Internal Learning Methods

- 1.On-the-Job Training:** Training that takes place directly in the workplace. Hands-on training in the use of new technologies or equipment.
- 2.Coaching and Mentoring Programs:** A supportive relationship where a coach or mentor guides the employee in their professional development. Coaching to improve leadership skills or mentoring for career development.
- 3.Teams and Networks:** Groups of employees who collaborate and share knowledge. Employee Resource Groups (ERGs) that foster inclusion and professional development.

External Learning Methods

- 1.External Courses and Workshops:** Training programs offered by educational institutions or companies specialized in training. Leadership courses at universities or technical workshops at vocational training centers
- 2. Conferences and Seminars:** Events where experts share knowledge and trends in the sector. Energy & Gas Innovation Seminars

Method Specifications:

- Coaching and Mentoring:**
 - **Purpose:** To help employees achieve their career goals through personalized guidance.
 - **Benefit:** Improves technical and leadership skills, and encourages personal growth.
- Teams and Networks:**
 - **Purpose:** To facilitate collaborative learning and knowledge sharing.
 - **Benefit:** Strengthens labor relations and improves motivation and productivity.

These methods are essential for creating a continuous and adaptive learning environment, which not only improves employee skills, but also contributes to the overall success of the organization.

Type of programs

GEB strengthens the key competencies of its employees through training programs aligned with sustainability, innovation, leadership, integrity, security, and effective contract management, promoting an ethical, safe, and continuous development-oriented organizational culture.

Leadership Development Programs

LEADERSHIP

Develop adaptive, strategic, and human leadership competencies.

Topics: Situational and emotional leadership, management of high-performance teams, effective communication and feedback, decision-making and critical thinking

Cultural Education

SUSTAINABILITY AND DIVERSITY, EQUITY AND INCLUSION

Promote an organizational culture committed to sustainable development, equity, and inclusion.

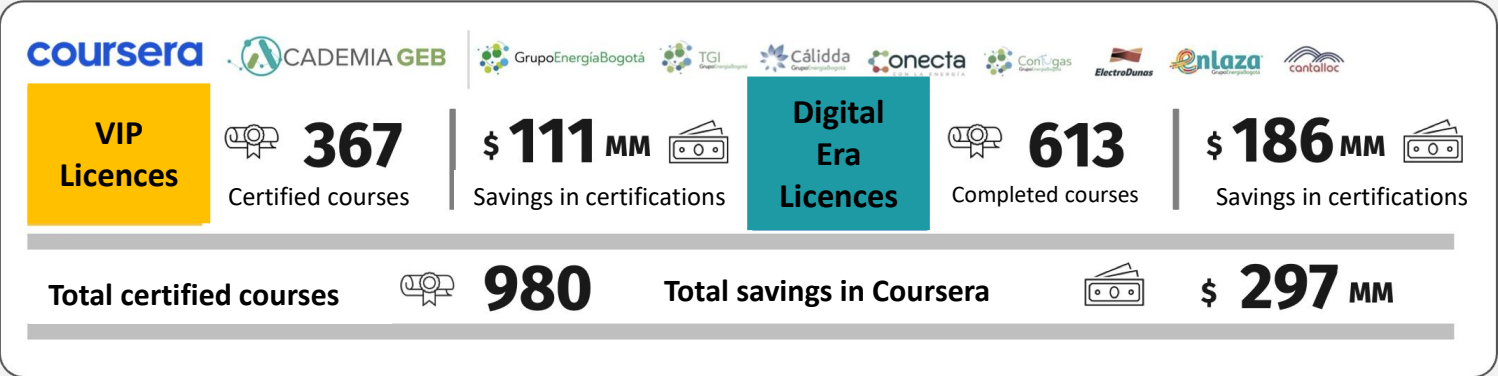
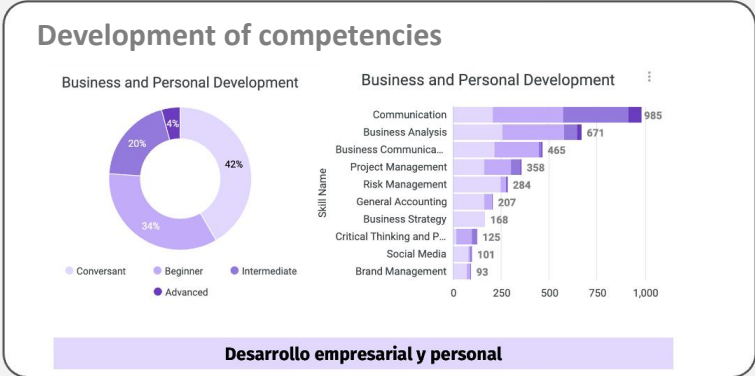
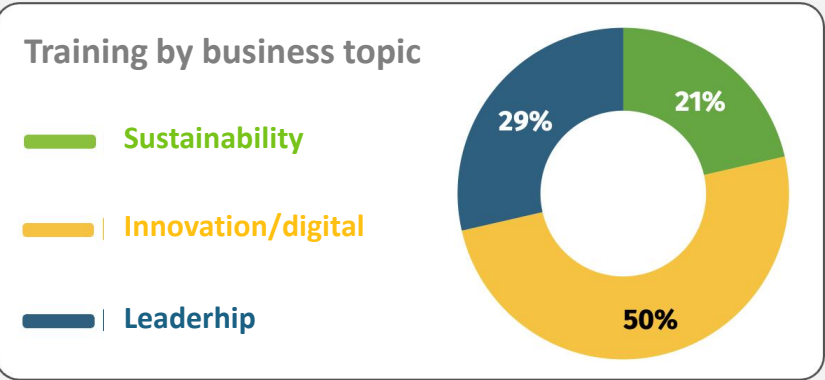
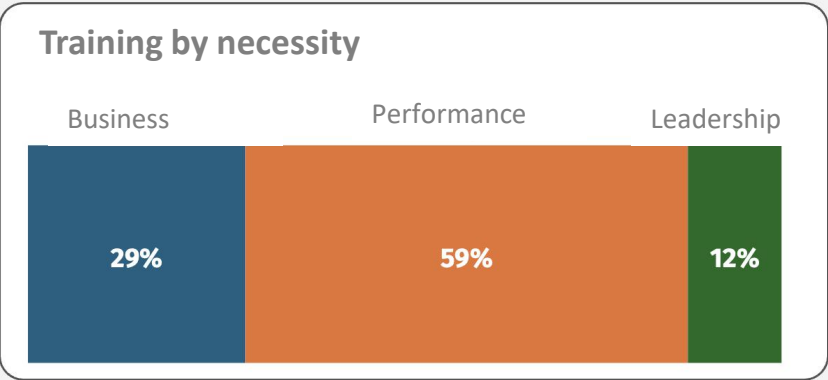
Topics: Diversity, Equity and Inclusion (DEI), Unconscious Bias and Inclusive Culture, Sustainable Development Goals (SDGs), Environmental Management,

Digital Transition Program

INNOVATION AND DIGITALIZATION

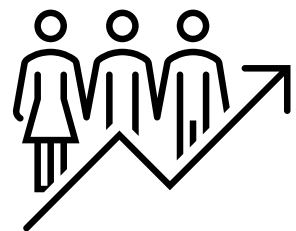
Foster digital transformation and innovative mindset at all levels of the organization.

Topics: Design Thinking, Agile Methodologies (Scrum), Collaborative Digital Tools, Automation and Data Analysis



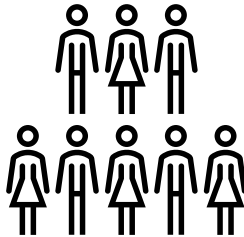
Objective: Develop adaptive, strategic, and human leadership competencies.

Topics: Situational and emotional leadership, management of high-performance teams, effective communication and feedback, decision-making and critical thinking



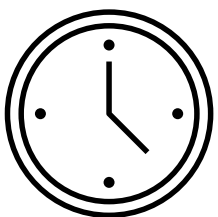
LEADERSHIP

403
employees
trained



*GEB and ENLAZA

1.662
hours of training



*GEB and ENLAZA

LEADING PERFORMANCE



819 hours of
training

- 1. Definition of objectives
- 2. Tracking
- 3. Performance Closure
- 4. Calibration

**LEADING THE
DEVELOPMENT**



417 hours of
training

- 1. Individual Development Plan
- 2. Talent Mapping
- 3. Management Tool in Talent Assessment

**LEADING THE
CHANGE**



426 hours of
training

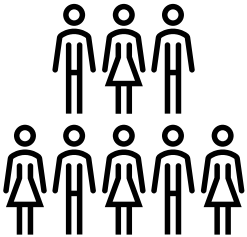
- 1. Change Management Executive Sponsors Course
- 2. Course: Leading Change - GEB Leader DNA
- 3. Workshop: Preparing leaders for change
- 4. Workshop: Leading for Change

Objective: Promote an organizational culture committed to sustainable development, diversity, equity, and inclusion.

Topics: Diversity, Equity and Inclusion (DEI), Unconscious Bias and Inclusive Culture, Sustainable Development Goals (SDGs), Environmental Management.

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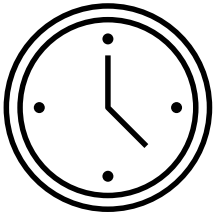
employees trained




*GEB AND ENLAZA

1.519

hours of training




*GEB AND ENLAZA




Featured training

SUSTAINABILITY





Climate Change



+ 100

Employees certified





1.255

Hours

DIVERSITY, EQUITY AND INCLUSION

• Psychosocial disability workshop

• Prejudices and strategies for addressing the population with disabilities

• Virtual Human Rights Course

• The power of differences

• Diversity and inclusion regulations in Colombia

• Guidelines for serving customers and diverse users.

• Awareness: Diversity, equity and inclusion in organizations

• Relation to people with disabilities

• Workshop and Discussion on Labor Inclusion and Disability

• Virtual web accessibility workshop

• Human Rights Due Diligence Workshop

• Intellectual Disability Workshop

• Face-to-face workshop "Let's learn about disability"

• Virtual workshop: Regulations on labor inclusion

• Virtual Workshop: Adjustments in Human Management Processes

• Virtual Workshop: Communication and Business Disability

• Virtual Workshop: Gender Month #Somosiguales

• Webinar: Gender Equity, Beyond a Quota

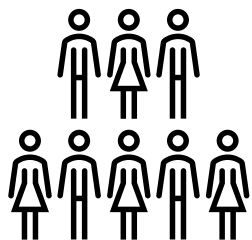
Creador del documento: Manuel Antonio Otalora Baquero - Grupo Energía Bogotá

Objective: Foster digital transformation and innovative mindset at all levels of the organization.

Topics: Design Thinking, Agile Methodologies (Scrum), Collaborative Digital Tools, Automation and Data Analysis

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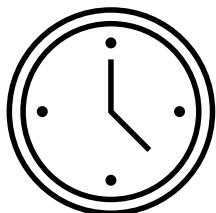
**employees
trained**



*GEB AND ENLAZA

4.262

**Hours
Training**



*GEB AND ENLAZA

INNOVATION



2.170

hours of training

1. Innovation as a driver of transformation in Colombia
2. Innovation Scaling
3. HuMath: From Science to Business Innovation
4. Unleash your creative power
5. Innovative DNA
6. Trends in Energy Innovation
7. Human Challenge in the Age of AI
8. Navigating D&A Data and Analytics Strategy
9. Exponential Thinking for Innovation
10. Connecting with innovation in the transmission industry
11. Innovation Workshop: Disruptive Hypotheses

Digitalization



2.092 hours of
training

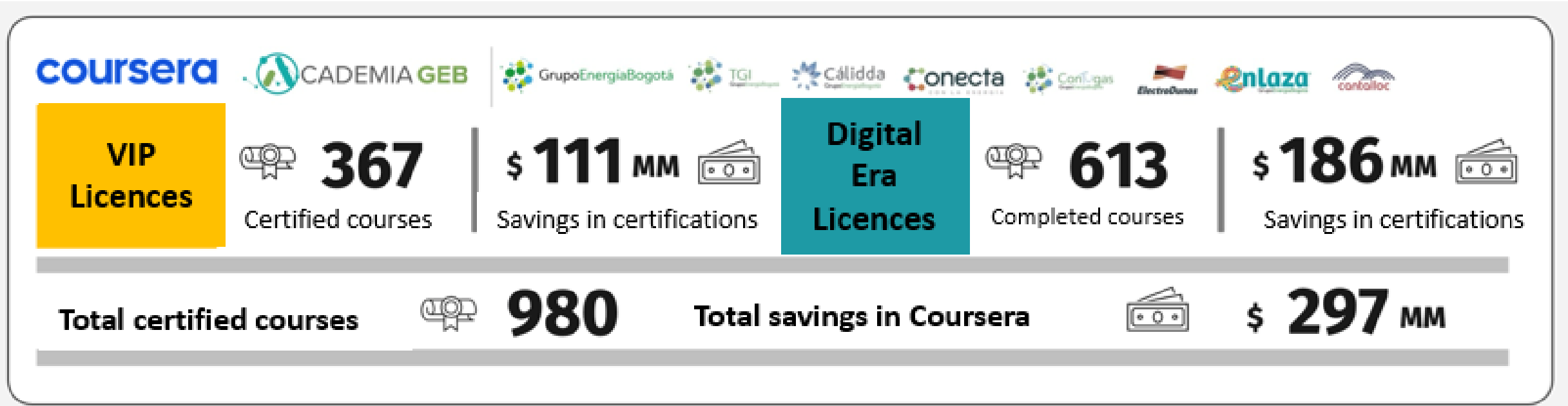
1. Power BI
2. Lean and Agile
3. AI with Deep Learning
4. **Machine learning**
5. Automate Doc Review Process with **SharePoint & Power Automate**
6. **Analytics Results**
7. **Competencias digitales.**
8. **Data Science**
9. **Databases**
10. **Deep Learning**
11. Business applied statistics
12. Datamining
13. Neural Networks and PyTorch
14. Social Media

Teams and networks



Quantitative Impact of Employee Development Programs

GEB and its subsidiaries conducts its employee development with a wide variety of courses taught by world-class universities and institutions, achieving significant savings in certified content,



Training program coverage by type of contract

Type of contract	NO	YES
Indefinite term	0,36%	99,64%
Fixed term	0,00%	100,00%
Total general	0,25%	99,75%

Type of training	Indefinite term	Fixed-term
2. GEB Classroom-training	78%	22%
2.1 Sustainability and Diversity, Equity and Inclusion	80%	20%
2.2 Innovation and Digitalization	80%	20%
2.3 Leadership	90%	10%
2.4 Contract management	82%	18%
2.5 Integrity and Compliance	72%	28%
2.6 HSE	81%	19%
Total general	78%	22%

Type of training	Indefinite term contract	Fixed term contract
3. Special projects	68%	32%
3.1 PMO	51%	49%
3.2 Document management	60%	40%
3.3. SAP Signavio	77%	23%
3.4 S4HANA	94%	6%
3.5 Change management	69%	31%
3.6 SAP CONCUR	94%	6%
3.7 SINERGY	100%	0%
3.8 Transversal	61%	39%
3.9 Cibersecurity	76%	24%
3.10 Asset management	100%	0%
3.10 SIGEB	40%	60%
3.11 Culture	100%	0%
Total general	68%	32%



Grupo Energía Bogotá



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