



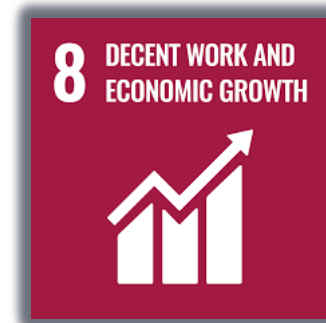
Brazil Internship Program



Brazil Internship Program

The **Internship Program at NTT Brazil** supports UN Sustainable Development Goals (SDGs), particularly SDG 4 - Quality Education, SDG 5 - Gender Equality, SDG 8 - Decent Work and Economic Growth, and SDG 10 - Reduced Inequalities

With a strategy focused on providing training and development, the Program not only delivers quality education but also promotes gender equality in an often-imbalanced sector. Furthermore, we provide meaningful employment opportunities and invest in the personal and professional growth of interns, contributing to their sustainable economic development and of their families. The emphasis on recruiting talent from underrepresented groups and less recognized universities demonstrates a genuine effort to reduce inequalities, ensuring that everyone has access to equitable opportunities. Thus, the NTT Internship Program establishes itself not only as an innovative business initiative but also as an agent of positive and inclusive social change.



Objective

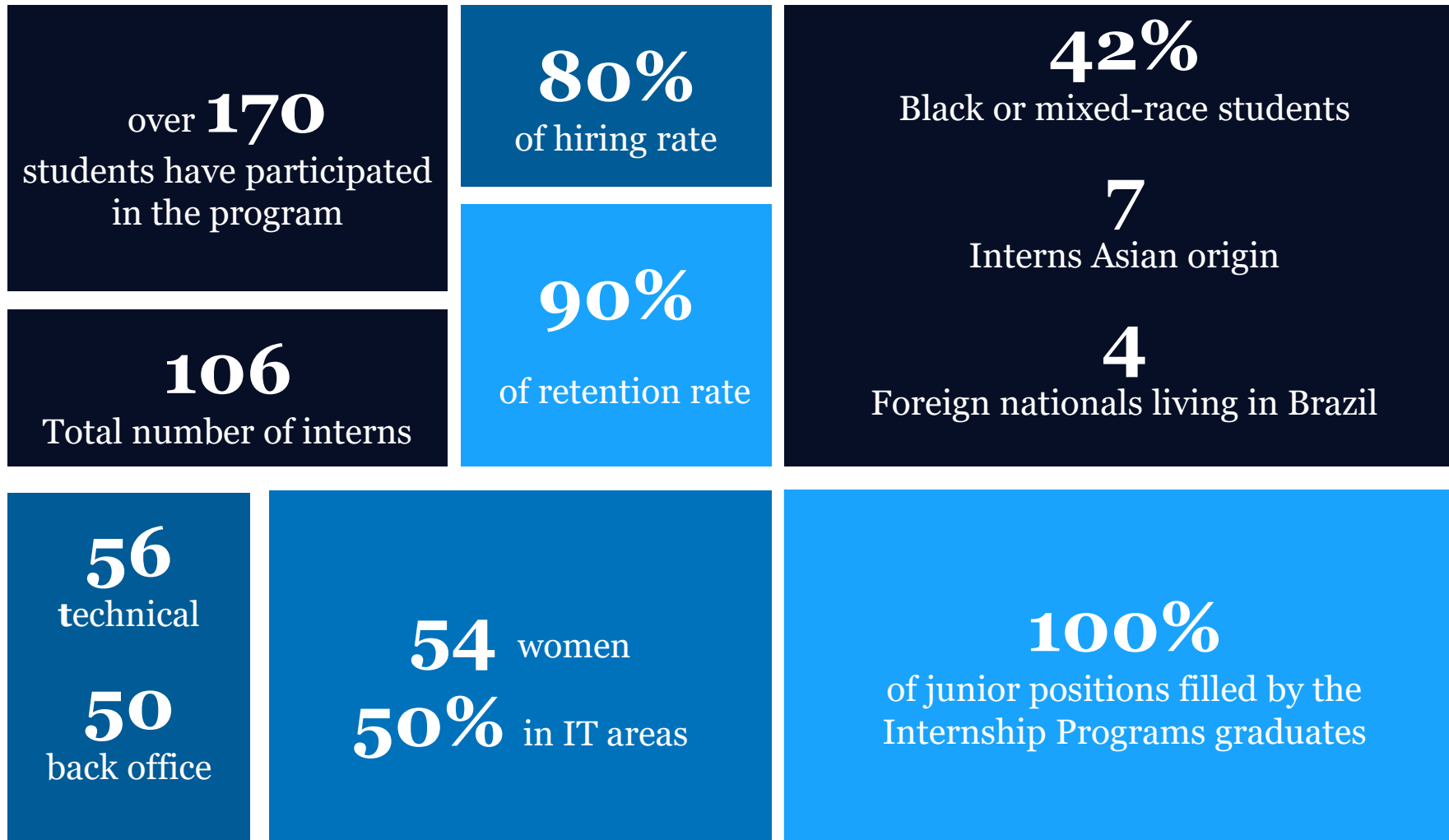
To promote **diversity, equity, and inclusion** in the technology sector by selecting and developing talent from underrepresented groups, creating an innovative workforce aligned with NTT's values and culture.

To drive this purpose, the program is designed for a period of up to two years, offering an opportunity for students of all ages, genders, races, religions, economic backgrounds, and sexual orientations. During this period, interns are immersed in a development track that not only enhances their technical and interpersonal skills but also deeply integrates them into the NTT culture.

The Journey includes:

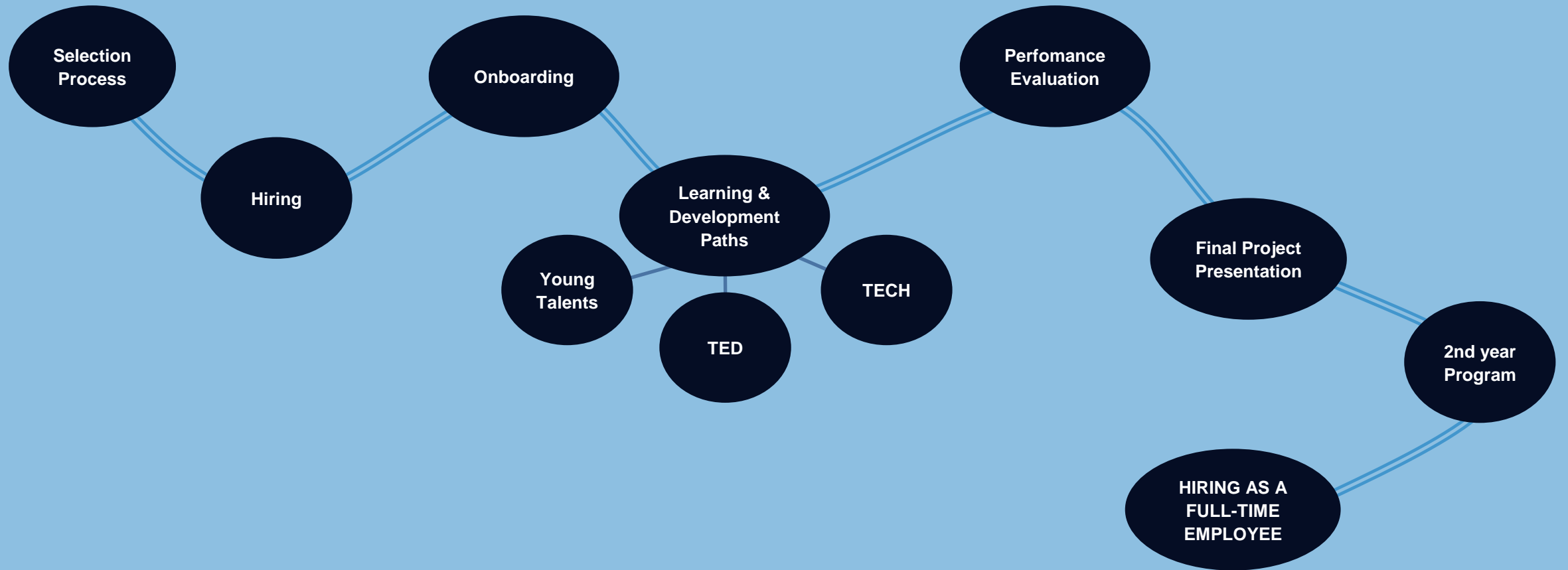
- ❖ **Skills Enhancement:** Intense focus on developing both soft skills and hard skills, crucial elements for success in a dynamic and diverse work environment.
- ❖ **Performance Assessments:** Evaluations every 4 months, conducted by both managers and peers, to monitor progress, provide constructive feedback, and ensure alignment with program objectives.
- ❖ **Inspiring Encounters:** Interaction with key professionals in the company, providing interns the opportunity to ask questions, understand different career paths, and extract valuable lessons from the experience of established leaders.
- ❖ **Social Engagement:** Active participation in social initiatives, reinforcing corporate social responsibility and raising interns' awareness of their role in society.
- ❖ **Interdisciplinary Projects:** Involvement in projects that cover various areas of the company, promoting a holistic understanding of organizational processes and encouraging collaboration and innovation.
- ❖ This integrated approach not only accelerates interns' development curve but also strengthens their sense of belonging and understanding of NTT's core values. As a result, they emerge not only as skilled professionals, but also as valuable contributors aligned with our organization's vision and mission.

Brazil Internship Program Program Data



Brazil Internship Program

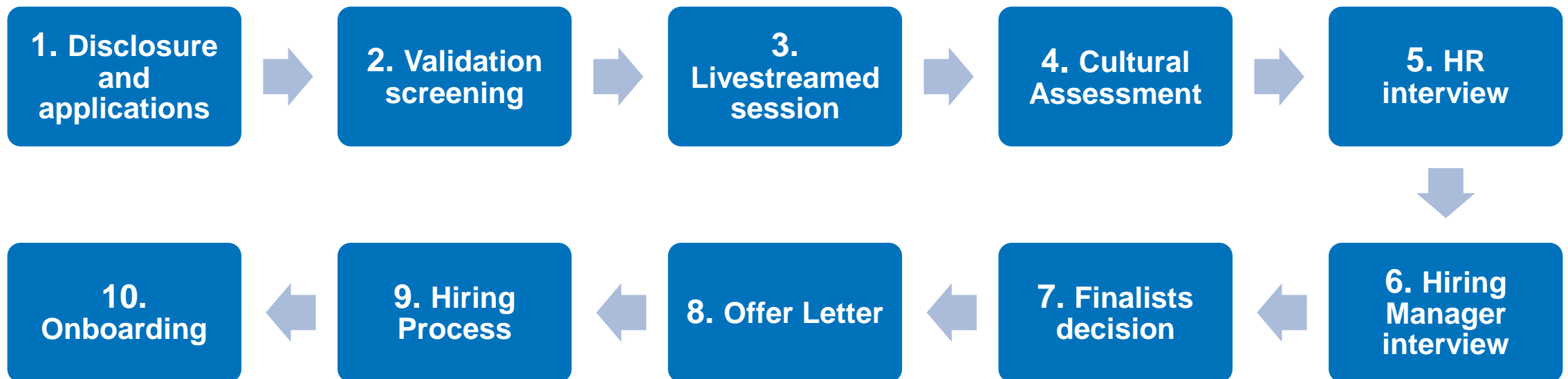
Intern's Journey



Brazil Internship Program

Recruitment & Selection

To achieve our goal, we have implemented an innovative recruitment and selection process, placing emphasis on the selection of students based on their behavioral competencies and cultural alignment with NTT. This detailed process, spanning approximately 4 months, consists of several stages:



Recruitment & Selection

- 1. Disclosure and applications** – We promote the Internship Program on various recruitment platforms, including LinkedIn, university portals, and internal channels. The period for promotion and receiving applications lasts approximately 30 days. In our last selection process, we experienced a remarkable number of over 4.000 applications.
- 2. Validation screening** - we conduct an initial screening to validate the eligibility of courses for the program.
- 3. Livestreamed session** – given the uniqueness of our program compared to others in the market, we conduct live sessions. These broadcasts aim to provide a detailed overview of the program format to participants, offering a comprehensive understanding of the selection process stages while emphasizing the program's distinctive features. This includes a particular focus on the study load through the development pathways.
- 4. Cultural Assessment** – this stage is crucial in our selection process. After understanding the program's structure, candidates confirm their interest in proceeding and receive a cultural assessment test. This test aims to analyze whether the candidate aligns with the NTT culture and is conducted through an external platform called Mindsight.

Recruitment & Selection

5. HR Interview – after analyzing the results, we select those with the highest cultural fit and proceed to the interview stage with recruiters.

In this phase, covering approximately 8 to 10 days, over 350 individual interviews take place. At this point, we get to know each candidate individually, dedicating 30 minutes to understanding their life story, motivations for growth, willingness to learn new things, and resilience capacity.

6. Hiring Manager Interview – after the interviews with the HR, the highest-rated candidates proceed to an interview with the Hiring Manager, where there will be 3 to 4 candidates per position matching the profile. This is the final stage where the candidate has active participation.

7. Finalist decision – after the interviews are concluded, the manager indicates the chosen candidate.

8. Offer letter – after communicating with all the finalists, we send the offer letter to the approved candidates.

Brazil Internship Program

Recruitment & Selection

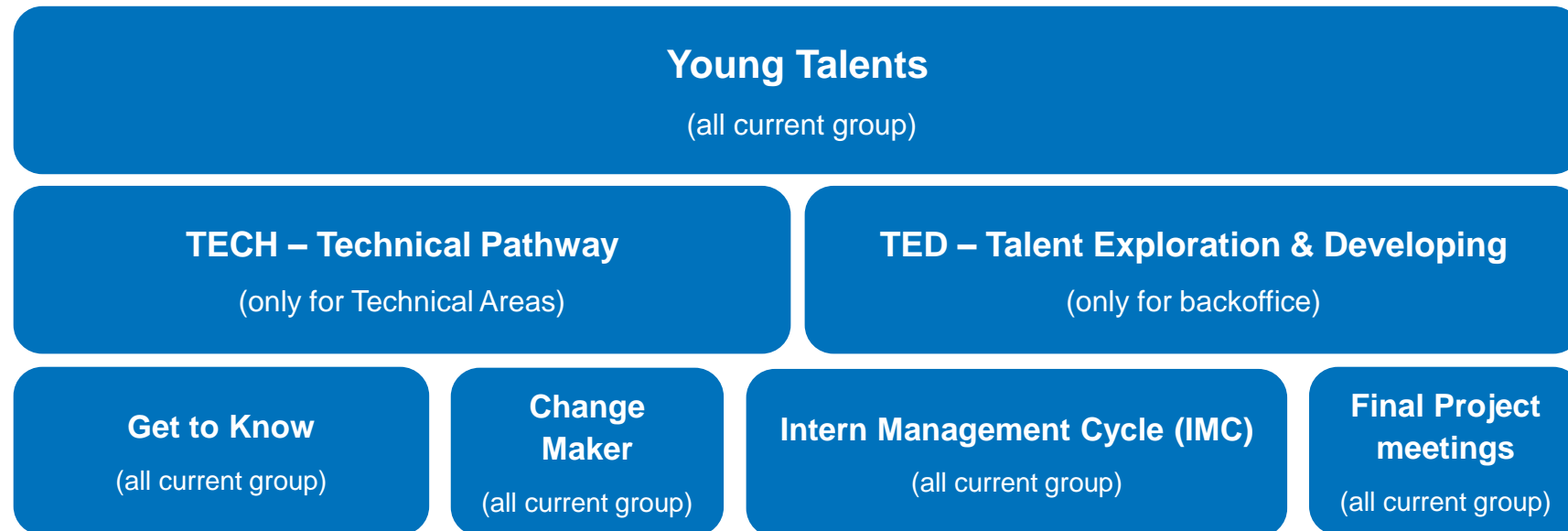
9. Hiring process – we initiate the onboarding process. This process takes longer than a standard procedure as it involves, in addition to the candidate and the company, the CIEE institution responsible for managing the internship agreements along with the educational institution.

10. Onboarding – After 3 to 4 months of the process, finally, the start day arrives. We have a unique onboarding process compared to that of permanent employees. From this day forward, the interns' development journey effectively begins. During one week, the onboarding includes: Corporate Integration, HR Integration (payroll, benefits, and general orientation), IT Integration and Marketing Integration. We also organize meetings with some directors for a better understanding of the business and sessions with program coordinators to present the development calendar, tracks, meetings, guidance on study platforms, etc.

Brazil Internship Program

Training & Development

The Training and Development Program is designed for interns to quickly boost their abilities, aligning with the company's needs. The development modules are structured into:



Our approach is to ensure a dynamic and comprehensive learning experience, preparing interns for meaningful contributions to the company and their own professional development.

Brazil Internship Program

Training & Development

Young Talents - the Young Talents program aims to prepare all our interns for future roles that will require behavioral skills (Soft Skills) essential for a successful organizational posture. Additionally, we cover topics of common interest to the group that involve gaining more knowledge about NTT and its dynamics.

The Young Talents group includes all interns from the current cycle. With a total duration of approximately 22 hours, we conduct monthly sessions to discuss topics such as **Time Management, Personal Accountability & Emotional Intelligence, Effective Communication, Creativity & Critical Thinking** and **Agility and Adaptability: Fundamentals of Scrum**. We also introduce a module to presents **NTT technologies**.

TECH – Technical Pathway - the TECH group aims to enhance interns' knowledge in the most relevant technologies for our business and those in high demand in the market. The topics covered align with our corporate strategy (GTM).

The TECH Group is exclusive to interns in technical areas (Sales, Pre-Sales, Services & Delivery), actively participating in the LinkedIn Learning Training Path, along with over 50 hours of weekly sessions with our specialists. During these sessions, the topics include **Agile Methodologies, OKRs – Goals Management, Sales Black Belt (Cisco), Networking Fundamentals, Information Security Fundamentals, Programming Fundamentals, Machine Learning, Microsoft Power Automate, Cloud Fundamentals and Linux**.

Training & Development

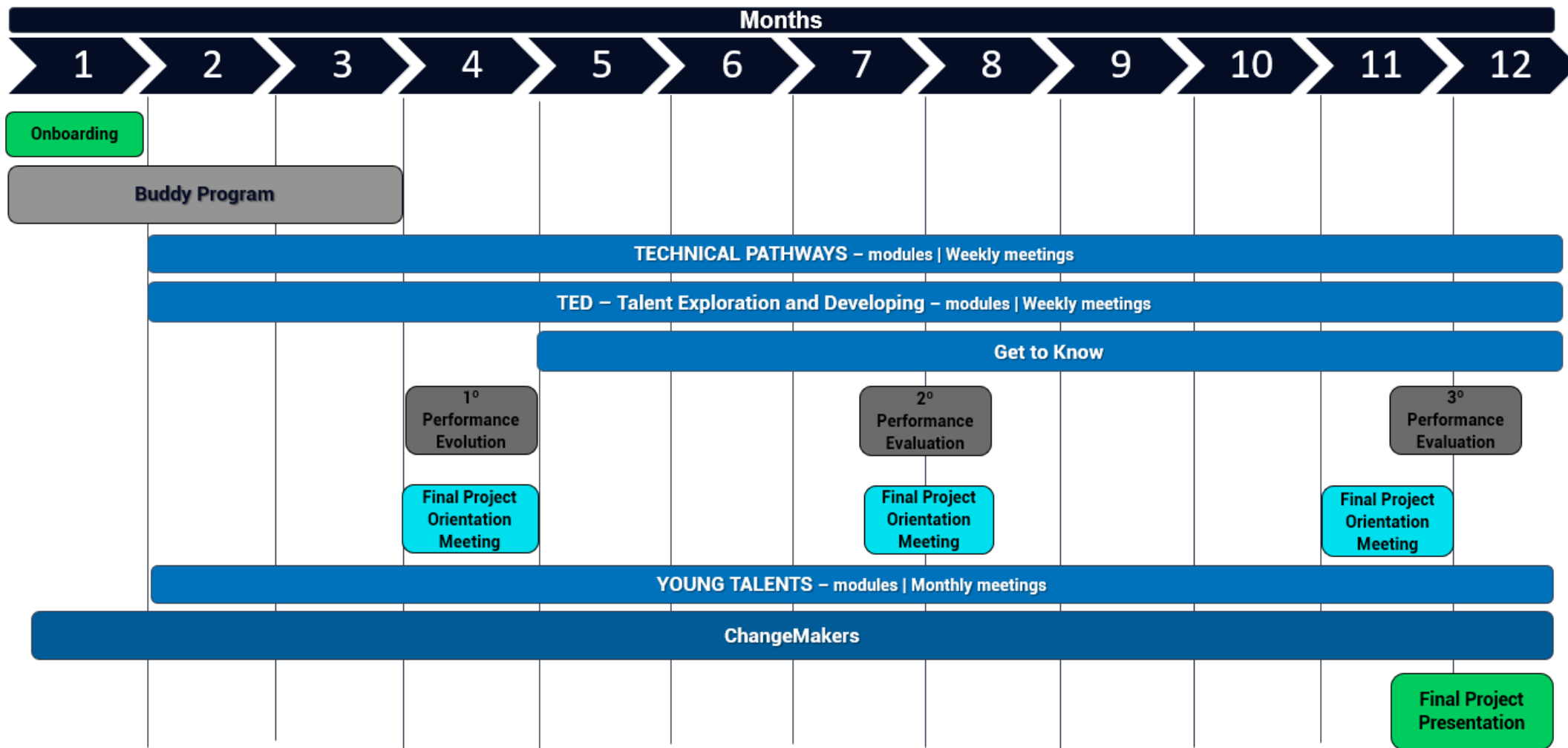
TED – Talent Exploration & Developing – The TED program aims to empower our Backoffice interns for the effective use of work tools. The objective is to promote process automation and optimize delivery speed. The TED group's development path includes a series of sessions with our specialists for over 50 hours, covering essential topics such as **Agile Methodologies, OKRs – Goals Management, SharePoint, Programming Fundamentals, Excel, Power BI, Microsoft Power Automate, Microsoft Power Apps and Machine Learning.**

Get to Know – The Get to Know program was designed to facilitate the integration of interns into our company's culture through interactions with our leaders. This gathering provides a valuable opportunity for interns to address any questions they may have about the company, deepen their understanding of our various departments, and gain a better insight into our business. Furthermore, it allows them to draw inspiration from the life journeys and professional successes of each director, fostering a more meaningful and enriching connection with the leadership team of the organization.

ChangeMakers – Participation in social initiatives promoted by NTT is mandatory for all interns. Involvement in these activities establishes a direct connection with one of the fundamental pillars of our values and organizational culture.

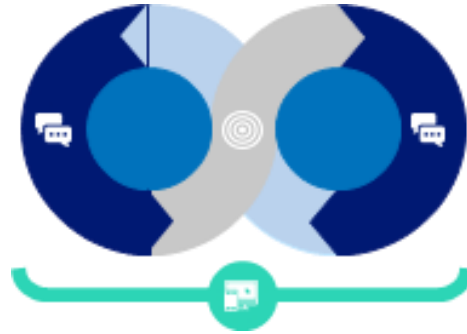
Brazil Internship Program Training & Development

Timeline (First Year Program)



Performance Evaluation – Intern Management Cycle (IMC)

The **IMC - Intern Management Cycle** is a key process in the NTT Brazil Internship Program, aiming to monitor and develop the performance and engagement of interns. This cycle includes:



Performance evaluation is crucial in Performance Management, analyzing the intern's self-assessment, the leader's perception, and HR's view of their current status and developmental potential. Conducted every four months during the internship program through a dedicated system, the evaluations are adjusted as the program progresses, including items such as the progress of the final internship project and readiness to assume an effective position.



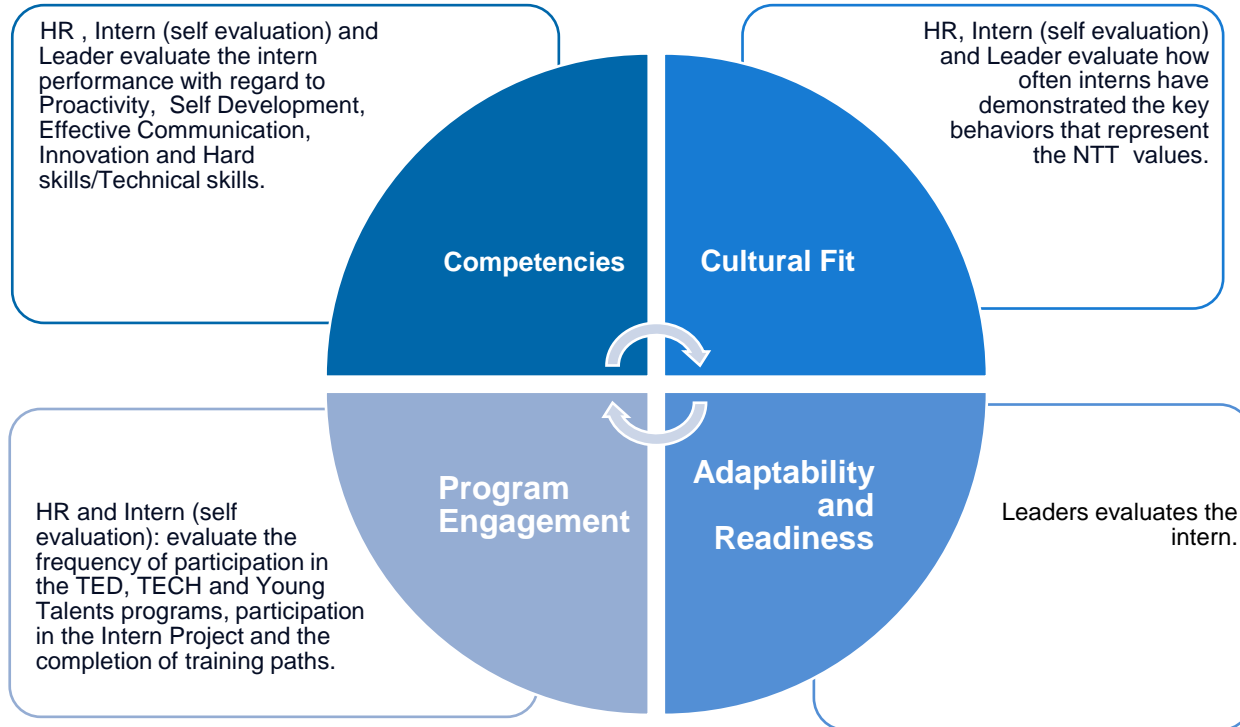
Conducting a formal conversation between the leader and the intern is a crucial step in the IMC process. Based on the results of each Performance Evaluation cycle, the leader overseeing the intern provides constructive feedback. The primary goal is to drive the continuous development of the intern throughout the internship program.



Assessments and results are recorded in the system.

Performance Evaluation – Intern Management Cycle (IMC)

Performance Pillars



Performance Management Scale:

How is the achievement rated? The BARS method (Behaviorally Anchored Rating Scales) that use behavior “statements” as a reference point, specific behaviors to target, was chosen to support the intern self development and leaders coaching process.

Example: Innovation rating scales

- **Under Expectation:** Avoids risk, has difficulty in bringing new ideas or improvements in processes/activities
- **Meets Expectation:** Generates new ideas or reconfigures existing alternatives that contribute to the improvement of processes/activities
- **Exceeds Expectations:** Easily generates new ideas or reconfigures existing alternatives that contribute to the improvement of processes/activities and manages to connect points of view to build an idea with greater scope.
- **Outstanding:** Generates new ideas with ease and can connect points of view to build an idea with greater scope. It encourages others to seek or create different solutions. Contributes freely and feels comfortable in brainstorming meetings.

Key Results:

- ✓ Assess the interns' performance based on their alignment with NTT values, technical and behavioral skills, and the progression of these skills throughout the program (qualitative evaluation)
- ✓ The insights from the Performance Review inform strategic actions for learning, aiming to enhance career growth opportunities
- ✓ Prepare interns for full-time positions at NTT by minimizing the learning curve and required orientation, thereby accelerating organizational learning
- ✓ Provide leaders and HR with pertinent people data and insights to facilitate intern coaching and inform more effective hiring decisions

Brazil Internship Program

Final Project

From the beginning, we encourage our interns to embark on a group project meticulously evaluated by leadership and the board at the end of the first year. More than just a task, this journey aims to foster discoveries and growth through integration with different areas of the company, encouraging the identification and resolution of challenges.

Throughout the year, these groups work on developing solutions, receiving continuous feedback that refines their proposals and enriches individual growth. Exceptional projects have led to new practices at NTT, reflecting interns' ability to influence the company's future.

However, the real value of this experience goes beyond immediate results. It is the collaborative process, persistent research, and sharing of ideas that characterize this journey, contributing to the development of professionals ready to face the challenges of the corporate environment. Each project is a gateway to growth, learning and meaningful impact.

Brazil Internship Program Graduation

At the end of the first year, marking with the presentation of the Final Project, we host a Graduation Event. This event not only signifies the conclusion of the meeting cycle but also marks the beginning of a new phase in the Internship Program, focusing specifically on activities relevant to the field of operation. Participants deep into the activities of their respective areas, dedicating themselves to the implementation of the presented Project.



Brazil Internship Program

Final Remarks

The NTT Brasil Internship Program has already contributed to the development of over 170 students. Currently, we have a team of 106 active interns distributed across technical and back-office areas, and 60% of this total belongs to a diversity group.

We take pride in reporting a diversity index of 60% among our interns. Additionally, we have achieved a notable milestone with 50% of the group consisting of women in technical areas. We have successfully fulfilled the program's purpose by filling 100% of our junior positions with talents from the program.

The next step is to continually increase diversity indices in the program and work on new projects to further develop our hires, aiming for advancement to higher levels within the organization.

