Keysight’s Commitment to Learning and Development

Providing learning and professional development opportunities for employees is fundamental to Keysight’s identity and is a core component of the Keysight Leadership Model (KLM) – the framework for how Keysight operates. Employee growth aligns directly with Keysight’s competitive business strategy. When our people grow, our customers succeed, and our company grows. We demonstrate this commitment to learning and development through various training platforms and opportunities that help employees develop and thrive.

Keysight’s Approach to Learning and Development

At Keysight, we recognize that learning is a lifelong pursuit. We strive to encourage an employee mindset of professional growth and continuous improvement. Learning and development opportunities ensure a strong leadership pipeline and promote company-wide development with a focus on our collective business imperative — customer success. The Keysight approach to learning and development is focused on the following:

Leveraging Industry Standards
Keysight leverages industry standards and internal expertise to establish, document, implement, and sustain learning and development opportunities that will advance employee knowledge and professional growth. We emphasize learning while doing through experimentation, stretch assignments, on-the-job learning, and aligning to an outside-in customer engagement perspective.

Customized Opportunities
Employees can take advantage of customized learning and development opportunities through various live, virtual, and self-paced platforms. Professional development opportunities include but are not limited to 1-1 mentoring and coaching, group seminars, Employee Network Groups, and Degreed online courses. Employee training is primarily offered through online courses and on-the-job instruction.
Continuous Learning Environment
Continuous learning and improvement are a unique and critical aspect of our culture. We have five generations of employees from the Greatest Generation to Boomers, Gen X, Gen Y and Millennials. This depth of experience combined with our agile global diversity and inclusive practices enable us to innovate and execute our vision. We support cross-generational mentoring, ongoing self-improvement and development, and flexible career paths to enrich employees and enable employee growth.

Accessibility for All
Keysight supports democratization of development by supporting programs and learning platforms that are available for all employees. We created “Keysight University” in partnership with Degreed to provide self-service development and education programs. All Keysight employees also have access to ExecOnline Applied Experience courses that provide world-class professional development and leadership training opportunities.

Evolving with Trends
In a constantly changing world, Keysight prioritizes offering learning opportunities that reflect new changes, such as managing in a virtual environment, evolving work-life demands, global supply chain disruptions, and more.

Governance
Strategic objectives are set by the Executive Team and provide a framework for core knowledge, skills and behaviors required across Keysight. The business objectives are translated into annual business plans and provide the basis for assessing development needs at the company, business, and team level.

Executive sponsors, advisors, supervisors, functional leaders, and subject matter experts oversee Keysight’s learning and development programs. This cross-functional structure ensures that supporting employee learning and development is a top priority for Keysight and that offerings are regularly updated based on individual and organization needs.

Professional Development
Keysight’s mission is to accelerate innovation to connect and secure the world. The company recognizes that our employees’ professional growth is crucial in advancing individual and operational success. We offer various programs and platforms that provide customized development opportunities for employees.
Career & Skills Development

- **Learning Pathways** — utilize our Degreed platform to create learning pathways to continually upskill and reskill our workforce
- **Customized skill-based training solutions** — designed in partnership with the business and aligned to critical business needs such as project management skills, sales enablement skills and growth mindset
- **Performance discussions** — provides a conduit to discuss and plan opportunities for individual growth and development
- **Mentoring and coaching** — provides one-on-one, customized opportunities to learn from others
- **Internal Guides (Thrive Guide, Project Inspire)** — provides current and relevant information on world events, best practices on engagement, work-life balance, leading remote teams, and more
- **Keysight Leadership Toolkit** — offers a comprehensive collection of tips, resources, and guidelines to manage employees and develop leadership expertise
- **Value Creation Plan** — allows for employee-specific performance and development objectives to be stated clearly and in alignment to Keysight’s business strategy

Leadership Growth and Development

<table>
<thead>
<tr>
<th>Program name</th>
<th>Description</th>
<th>Duration</th>
</tr>
</thead>
<tbody>
<tr>
<td>Keysight Executive Development (KED)</td>
<td>Annual meeting of Keysight’s top leaders to engage in interactive presentations focused on company strategy, priorities, and key focus areas</td>
<td>3-day annual program</td>
</tr>
<tr>
<td>Keysight Strategy Activation (KSA)</td>
<td>Provides training designed to connect individual employee objectives to company strategies; cascades annual company strategy, leadership behaviors, ideation, engagement and networking across the enterprise</td>
<td>3/4-day virtual program</td>
</tr>
<tr>
<td>Advanced Leaders Program (ALP)</td>
<td>Provides leadership development opportunities for high-potential mid-level managers or new high-potential senior leaders in preparation for a senior leadership role</td>
<td>6-month virtual program</td>
</tr>
<tr>
<td>Emerging Leaders Program (ELP)</td>
<td>Leadership development program designed to identify and develop Keysight’s emerging leaders for a trajectory of future high-impact leadership contribution and influence Keysight's leadership pipeline</td>
<td>6-month virtual program</td>
</tr>
<tr>
<td>Accelerating Women Leaders Program</td>
<td>Provides development to high-potential women through mentorship from a Keysight senior leader; program is designed to close the gender gap in technology</td>
<td>6-month virtual program</td>
</tr>
<tr>
<td>Launch Series</td>
<td>Provides core development for all new Keysight managers on leading teams starting from an inside-out perspective</td>
<td>6-week virtual program</td>
</tr>
</tbody>
</table>
External Programs Sponsored & Supported | Professional Development

- **Degreed** — offers personalized professional development via a digital platform
- **ExecOnline Applied Experience courses** — available to all Keysight employees at no cost. Employees have access to world-class, university-level programs that help develop new skills and support future leadership potential
- **Education Assistance** — financial support for employees pursuing education aligned with Keysight business objectives while helping them secure higher education goals individually

Employee Network Groups (ENGs)

ENGs are voluntary, employee-led groups that provide growth, development, and leadership opportunities in key focus areas. Some of Keysight’s ENGs include:

- Keysight Diversity Allies
- Employee Network Group for Underrepresented Minorities
- Next Generation Hires
- Toastmasters
- LGBTQA+
- Women’s Council
- Women’s Leadership Development
- Keysight Society of Women Engineers Enterprise Program (KSWEEP)

Community Engagement

These initiatives provide various opportunities for employees to develop themselves and give back to their communities. Some of Keysight’s community engagement initiatives include:

- Science, Technology, Engineering, and Math (STEM) education for primary, secondary, university and career learners
- Society of Women Engineers (SWE), where we sponsor employee membership as well as support employee volunteer engagements
- Multiple women in technology programs to advance and support gender equality in technology
- Women in Quantum Mentoring Program connects women working in quantum — in university and industry organizations — to advance networking, knowledge sharing and retention of women in this critical technology field
- Support for summer internships that drive future workforce development and provide a unique learning and engagement opportunity to current employees
Employee Training & Awareness

All employees complete various trainings (some mandatory and some optional) upon joining Keysight and throughout their employment with the company to maintain consistency of training and stay up-to-date with continuous global and industry developments. Training topics range from policy and operations to functional items such as health and safety. An example of training topics is listed below.

**Compliance & Ethics**

- **Standards of Business Conduct (SBC)** — all employees complete this training as part of onboarding and then take an annual refresher course
  - Human Rights & Labor
  - Eradication of Slavery and Human Trafficking
  - Anti-discrimination/Anti-harassment
  - Business Ethics
  - Data Privacy
  - Anti-bribery/Anti-corruption
  - Corporate Social Responsibility/Environmental Social Governance

- **Regulatory Compliance**

- **Responsible Sourcing** — specialized training provided for procurement employees that emphasizes the importance of ensuring that Keysight’s suppliers abide by Keysight’s Supplier Code of Conduct

- **Keysight’s Supplier Code of Conduct** — communicated to suppliers annually to build their awareness and understanding of our expectations, including ethical business practices, social responsibility, environmental sustainability, and product quality

- **Diversity, Equity, and Inclusion (DEI)**

- **IT Security Awareness**

- **Privacy/Data Privacy**

- **Environmental Health & Safety (EHS)** — training of all employees and subcontractors working on premises on environmental, health and safety risks and good working practices
## Diversity, Equity & Inclusion | Courses

<table>
<thead>
<tr>
<th>Program name</th>
<th>Course description</th>
<th>Audience</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fostering Inclusion &amp; Diversity Program</td>
<td>Teaches skills to build inclusive and diverse teams that are more collaborative, innovative, and effective</td>
<td>Managers</td>
</tr>
<tr>
<td>Select- The Neuroscience of Better Hiring Decisions</td>
<td>Teaches inclusive hiring skills</td>
<td>Managers</td>
</tr>
<tr>
<td>Developing &amp; Marketing Job Descriptions More Inclusively</td>
<td>Teaches how to use inclusive language to attract diverse talent</td>
<td>Managers</td>
</tr>
</tbody>
</table>

### Additional Training

In addition to policy and functional training, Keysight implements specific operational training, awareness programs, and real-time innovation sharing and collaboration opportunities that include:

- **Attrition and engagement**
- **Annual facility and emergency preparedness drills**
- **Customer site safety**
- **On-the-job training**
- **Insight** — allows global sales team to be at the leading-edge of products, software, and services
- **Keysight Technical Conference** — world-class forum aimed to deliver breakthrough innovation by connecting our engineers, scientists, and technologists with each other and with business leaders

### External Program Sponsored | Employee Training and Awareness

- **Degreed** — offers personalized learning via a digital platform
## Training and Awareness

<table>
<thead>
<tr>
<th>Training</th>
<th>All employees</th>
<th>Employees based on job requirements/roles</th>
<th>All employees based at a Keysight location</th>
<th>All employees accessing a customer location</th>
</tr>
</thead>
<tbody>
<tr>
<td>Regulatory Compliance</td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Responsible Sourcing</td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Supplier Code of Conduct</td>
<td></td>
<td>✓</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Diversity, Equity, and Inclusion</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>IT Security Awareness</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Privacy/Data Privacy</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td></td>
</tr>
<tr>
<td>Environmental Health &amp; Safety</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
<td>✓</td>
</tr>
<tr>
<td>Standards of Business Conduct</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Attrition and engagement</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Facility and emergency preparedness drills</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Customer site safety</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>On-the-job training</td>
<td>✓</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Insight</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
<tr>
<td>Keysight Technical Conference</td>
<td></td>
<td></td>
<td></td>
<td>✓</td>
</tr>
</tbody>
</table>
Snapshot of Employee Training and Awareness | As of End Fiscal Year 2021

100%
Standards of Business Conduct completion rate

~164,000
Courses completed by employees through continuous learning and virtual environment tools

1,291
Managers completed the Fostering Inclusion and Diversity program

Awards & Support | Learning & Development

Keysight has received global and national recognition for our commitment to learning and development:

- **Best Unique or Innovative Leadership Program** — In 2021, Brandon Hall Group recognized Keysight’s Launch Series with Gold for Best Unique or Innovative Leadership Program in the Leadership Development Program category.

- **California Employment Training Panel (ETP)** — On November 19, 2021, Keysight was awarded a fourth California ETP contract for learning and development. ETP is a joint business-labor agency that provides monies to advanced manufacturers like Keysight to offset the direct cost of employee learning. ETP enables California employers to attract and develop skilled employees and be better suited to compete locally and globally.

- **2021 Top Supporter of Historically Black Colleges and Universities (HBCUs)** — The 2021 top supporter award recognizes Keysight’s broad and multi-faceted approach to HBCU education and employment goals, including scholarships, advisory board participation, mentoring, and equipment donations.
Keysight Learning & Development Resources

- Annual CSR Report
- CSR - Our People
- Keysight CSR Resources
- Keysight CSR News, Awards, Recognition
- Keysight Human Rights & Labor Policy
- Keysight Commitment to Human Rights and Labor
- Keysight Employee Harassment Policy
- Keysight Environmental, Health & Safety Commitment
- Keysight Standards of Business Conduct
- Keysight Supplier Code of Conduct

Learn more at: www.keysight.com

For more information on Keysight Technologies' products, applications or services, please contact your local Keysight office. The complete list is available at: www.keysight.com/find/contactus