# Employment Policy

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**Introduction**

Our company is committed to conducting a transparent, ethical and responsible employment policy that is compliant with ESG (Environmental, Social, and Governance) principles.
Our employment policy aims to ensure equal opportunities, promote diversity, support professional development and provide a safe and friendly working environment for all
the employees.

**Goals and Commitments**

1. Equal Opportunities and Non-Discrimination
* Ensuring equal opportunities in recruitment, employment, promotion and training processes.
* Eliminating all forms of discrimination based on race, gender, age, sexual orientation, religion, ethnic origin, disability or any other characteristics.
1. Promoting Diversity and Inclusion
* Creating a diverse and inclusive working environment where every employee feels respected and valued.
* Encouraging open communication and cooperation between different groups of employees.
1. Professional Development and Training
* Providing opportunities for professional development for all employees through access to training, courses and development programs.
* Promoting internal career paths and promotions.
1. Workplace Safety and Health

- Ensuring a safe and healthy working environment in compliance with the effective regulations and best practices.

- Regularly reviewing and updating safety procedures and providing occupational health
and safety (OHS) training for employees.

1. Transparency and Ethics
* Conducting transparent recruitment and human resources management processes.
* Promoting ethical behaviour and compliance with the effective labour laws.

Strategies and Actions

1. Recruitment Processes
* Applying transparent, fair and open recruitment processes.
1. Anti-Discrimination Policy
* Implementing and enforcing a zero-tolerance policy against all forms of discrimination and harassment.
* Enabling reporting of discrimination and harassment cases and ensuring proper handling of these reports.
1. Training and Development Programs
* Offering training and development programs that support the professional and personal growth of the employees.
1. Employee Support
* Promoting work-life balance through flexible working hours and remote work options.

**Monitoring and Evaluation**

1. Monitoring System
* Regularly monitoring and analysing data on employment, diversity, training
and professional development.
* Setting measurable goals and performance indicators (KPIs) in employment.
1. Reporting Progress
* Regularly publishing reports on our actions and progress in employment according to
the international ESG standards.
* Maintaining an open dialogue with stakeholders about our efforts to promote diversity and inclusion.

**Continuous Improvement**

1. Strategy Evaluation and Adjustment

* Regularly reviewing and updating an employment policy based on changeable needs and best practices.
* Introducing corrective actions and innovative solutions on the basis of the data collected and employee opinions.

2. Promotion of Best Practices

- Sharing experiences and best practices with other organisations and industries.

- Actively participating in conferences, workshops and initiatives which promote diversity and integration.

**Summary**

Our employment policy reflects our commitment to creating a transparent, ethical and responsible working environment. We believe that by implementing the above actions, we can create a workplace where every employee can develop his / her full potential, contributing to joint success. We are convinced that our commitment to ESG principles will contribute to building a sustainable future for our employees, clients and the communities in which we operate.