

Policy Statement on Human Resources

POL.11

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POLICY STATEMENT ON HUMAN RESOURCES

Our employees are one of our most important assets and looking after employees and ensuring a safe and inclusive working environment is a central tenet of the business. As such we commit to the following principles:

- We fully comply with national and international legislation in our human resources processes.
- We implement an equal opportunities approach without discrimination, adhering to our equality, diversity and inclusion policy.
- We conduct a transparent application and placement process for all candidates.
- We respect employee rights and implement a fair and competitive remuneration policy that supports our long-term goals.
- We provide training and development opportunities for all employees, creating an effective development plan for improving competencies and performance.
- We evaluate employee development and performance objectively through performance management systems.
- We maintain a constructive, two-way communication culture with mutual respect and trust.
- We create accessible communication platforms for employees and stakeholders to freely express their thoughts, ideas and expectations.
- We prioritize employee motivation by creating a sound and safe working environment.
- We measure employee satisfaction through independently administered biennial surveys and develop practices to increase loyalty and satisfaction.
- We acknowledge there needs to be a good balance between business and private lives of employees and implement practices to support this balance.
- We contribute to social workforce development through long-term internships.
- We protect the confidentiality of personal data and information during and after the business relationship with our employees, (including interns and graduate placements).

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