
GENDER EQUALITY AND DIVERSITY POLICY

Policy Statement

It is Yodiwo's moral and legal responsibility to engage a gender equality and diversity approach in all business aspects. Yodiwo, recognizes that a diverse workforce adds a value to the business and is firmly committed to achieving gender equality, ensuring the human rights are equally promoted and protected.

The Policy Guarantees that:

- All Yodiwo's employees (full/part time employees, consultants, interns, Board Members) will be treated fairly and with respect .
- All employees are entitled to a workplace free from harassment¹ and discrimination²
- All employees will have the opportunity to contribute and achieve their potential

Scope of the Policy

The Policy sets broad guidelines for the company in order to achieve gender equality and diversity.

Yodiwo will:

- Promote a working environment where all employees are treated with respect and dignity.
- The company will provide equal access to Education and Training.
- Ensure that no-one is disadvantaged by conditions or requirements which cannot be shown to be relevant to performance.
- Challenge discriminatory behaviors or attitudes wherever they occur
- Provide any reasonable adjustments for people with disabilities to ensure they have access to our services and employment.
- Ensure that employees' religion or beliefs and related observances are respected and accommodated wherever possible where the expression of those beliefs does not impinge on the legitimate rights of others.
- Ensure that we take account of the needs of our employees' pregnancy or maternity.
- Celebrate a diverse workforce to ensure fair treatment.

¹ Harassment: covers a wide range of behaviors of an offensive nature. It is commonly understood as behavior that demeans, humiliates or embarrasses a person, and it is characteristically identified by its unlikelihood in terms of social and moral reasonableness. In the legal sense, these are behaviors that appear to be disturbing, upsetting or threatening. They evolve from discriminatory grounds, and have an effect of nullifying a person's rights or impairing a person from benefiting from their rights. When these behaviors become repetitive, it is defined as bullying.

² Discrimination: is the act of making unjustified distinctions between people based on the groups, classes, or other categories to which they belong or are perceived to belong. People may be discriminated on the basis of race, gender, age, religion, or sexual orientation, as well as other categories

Recruitment

Yodiwo, advertises all open positions on its website.

The job advertisement and job specification specify clearly the knowledge, experience and skills required by the applicant. Selection for employment will be on the basis of relevant job skills and experience.

Candidate selection will always be carried out by more than one person and never by a single-sex panel. Specifications that will discourage certain groups from applying are not acceptable.

Employment Terms-Remuneration

Yodiwo, applies a job classification scheme which uses specific criteria to identify job positions and roles among the departments. Remuneration package is determined by the job position within the classification scheme.

Terms and conditions of employment and benefits will be reviewed regularly to ensure that they are available to all employees.

Certain rules apply for gender equality:

- Equal pay for work of equal value
- Performance management and appraisal must be equitable and not subtly discriminate against women
- Job evaluation processes and methodologies must be fair and equitable. Subjective criteria and considerations must be eliminated.
- Performance evaluation should not penalize women for trying to balance their family and professional responsibilities

Professional Development

Yodiwo's performance management process

- supports professional and career development needs and goals
- provides access to learning and development opportunities to the employees
- All employees are encouraged to develop their full potential and talents
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Flexible Working options

Yodiwo, provides access to a range of flexible work opportunities to support employees with family responsibilities. Yodiwo, also, supports and encourages the work from home.

Safe working environment

Yodiwo prohibits all forms of physical or verbal harassment and discrimination.

Accountability and Responsibility

The Management must ensure the policy is communicated through the respective business units.

Managers have a further responsibility to ensure that employees in their area are aware of this policy. Managers should initiate corrective action when discrimination is observed or reported.

It is the responsibility of every manager or employee in authority to ensure that behaviour that could constitute discrimination on the basis of gender is discouraged

December 15th, 2021

Alex Maniatopoulos

CEO

