

Equal Employment Opportunity Plan

The policy is part of the company's overall Workforce Planning and Compensation Policy. It exists to ensure the diversity of the company's human resources and to maximize the potential value-creation of its personnel. Any form of discrimination on the basis of gender, nationality, race, age, sexual orientation, social status, family circumstances, political beliefs or religious beliefs is strictly prohibited.

Policy and Objectives

- Equality shall be guaranteed during recruitment processes and job transfers.
- The company aspires to balance at all times the ratio of men and women for the various occupations within the company.
- Equal compensation shall always be guaranteed for analogous occupations of comparable value.
- Men and women shall have equal opportunities for occupational education and training.
- All personnel shall be enabled to harmoniously co-ordinate their career within the company with their family lives.
- Sexual harassment, persecution or any form of violence in the workplace will not be tolerated.
- Any discrimination of personnel on basis of gender, nationality, race, age, sexual orientation, social status, family circumstances, and political or religious beliefs will not be tolerated.
- The company aims to affirm this Equal Employment Opportunity policy at all levels of its operations, such as in the company's work methods, communication and relations, as well as in the company's project selection processes and during the recruitment of personnel.

Specific actions

- During recruitment processes applicants of both genders will be sought. Should two applicants of a comparable competency apply for the same position, the applicant of the gender that is a minority within the company at that particular time will be hired. This applies as much to technical occupations as it does managing positions.
- Employment advertisements shall not be gender-directed except in instances when the ratio between genders in a particular group has to be balanced. Employment advertisements shall appeal equally to both genders.
- It shall be a standard objective during project selection as well as the recruitment of personnel that the company reflects social diversity and human dignity at all levels.
- It shall be continually examined how the company can work for an even gender division for the various occupations and ensured that company managers are especially aware of this in regards to occupational development.
- Men and women shall be guaranteed equal opportunities to develop in their field of work and to increase their knowledge. It shall be explicitly ensured that personnel earn the same wage for comparable performance in analogous occupations.
- It shall be a standard objective to increase flexibility in the organisation of work and working hours so that balance is kept between work and family life. This shall be ensured by the quality of

planning, a commitment to eight-hour workdays and days off each week, likewise during the shooting of special projects.

- Special measures will be taken to prevent personnel from suffering sexual harassment in the workplace and every employee shall be instructed how they should handle such matters.

Follow-up procedures

- Company managers and employees are mutually responsible for the implementation of equal opportunities in accordance with this plan, but the conclusive responsibility lies with the managing director of the company.
- To practically ensure that the same wages are paid to both genders for comparable work in analogous occupations the company shall apply systematic assessment procedures to evaluate wages and other compensation of its personnel. Salary decisions shall be supported by an objective measurement of the scope and responsibility level of the relevant occupation. At the same time the competency of an employee shall be considered during compensational decision-making.
- Regular evaluation of the success of this plan shall be performed upon the completion of each project. Statistical data on factors regarding this plan shall then be reviewed and action taken in accordance with it if necessary.