

**POLITICA ANTIDISCRIMINARE SI ANTIHARTUIRE
CARGUS S.R.L.**

Cargus S.R.L. („Cargus”) actioneaza conform principiului egalitatii si tolerantei zero la discriminare si hartuire in cadrul companiei.

Pentru implementarea acestor principii, Cargus a elaborat, promoveaza si implementeaza prezenta politica antidiscriminare si antihartuire.

1. DEFINITII

„**Discriminarea**” este definita ca orice deosebire, excludere, restrictie sau preferinta, pe baza de rasa, nationalitate, etnie, limba, religie, categorie sociala, convingeri, sex, orientare sexuala, varsta, handicap, boala cronica necontagioasa, infectare HIV, apartenenta la o categorie defavorizata, precum si orice alt criteriu care are ca scop sau efect restrangerea, inlaturarea recunoasterii, folosintei sau exercitarii, in conditii de egalitate, a drepturilor omului si a libertatilor fundamentale sau a drepturilor recunoscute de lege, in domeniul politic, economic, social si cultural sau in orice alte domenii ale vietii publice. Aceste criterii sunt denumite in continuare colectiv „**Criterii Discriminatorii**”. Sunt, de asemenea, discriminatorii, prevederile sau practicile aparent neutre care dezavantajeaza anumite persoane, pe baza Criteriilor Discriminatorii, fata de alte persoane, in afara faptului cand aceste prevederi, criterii sau practici sunt justificate obiectiv de un scop legitim, iar metodele de atingere a aceluia scop sunt adecvate si necesare.

„**Hartuirea**” reprezinta orice comportament pe criteriu de rasa, nationalitate, etnie, limba, religie, categorie sociala, convingere, gen, orientare sexuala, apartenenta la o categorie defavorizata, varsta, handicap, statut de refugiat ori azilant sau orice alt criteriu care duce la crearea unui cadru intimidant, ostil, degradant ori ofensiv.

**THE ANTI-DISCRIMINATION AND ANTI-
HARASSMENT POLICY
CARGUS S.R.L.**

Cargus S.R.L. (“Cargus”) acts in accordance with the principle of equality and zero tolerance for discrimination and harassment within the company.

To implement these principles, Cargus has developed, promotes and implements this anti-discrimination and anti-harassment policy.

1. DEFINITIONS

“**Discrimination**” is defined as any difference, exclusion, restriction or preference based on race, nationality, ethnicity, language, religion, social category, beliefs, sex, sexual orientation, age, disability, chronic non-contagious disease, HIV infection, affiliation to a disadvantaged category, as well as on any other criteria whose purpose or effect is to restrict, remove the recognition, use or exercise, on equal terms, of human rights and fundamental freedoms or the rights recognized by law, in the political, economic, social and cultural field or in any other fields of public life. These criteria are hereinafter collectively referred to as the “**Discriminatory Criteria**”. There are also discriminatory, seemingly neutral provisions or practices that disadvantage certain persons, on the basis of Discriminatory Criteria, against other persons, except when such provisions, criteria or practices are objectively justified by a legitimate purpose and the methods of achieving that purpose are adequate and necessary.

“**Harassment**” means any behaviour based on race, nationality, ethnicity, language, religion, social category, belief, gender, sexual orientation, affiliation to a disadvantaged category, age, disability, refugee or asylum status or on any other criteria, that leads to creating an intimidating, hostile, degrading or offensive environment.

„**Hartuirea morala la locul de munca**” reprezinta orice comportament exercitat cu privire la un angajat de catre un alt angajat care este superiorul sau ierarhic, de catre un subaltern si/sau de catre un angajat comparabil din punct de vedere ierarhic, in legatura cu raporturile de munca, care sa aiba drept scop sau efect o deteriorare a conditiilor de munca prin lezarea drepturilor sau demnitatii angajatului, prin afectarea sanatatii sale fizice sau mentale ori prin compromiterea viitorului profesional al acestuia, comportament manifestat in oricare dintre urmatoarele forme:

- a) conduita ostila sau nedorita;
- b) comentarii verbale;
- c) actiuni sau gesturi.

De asemenea, reprezinta hartuire morala la locul de munca:

- a) orice comportament care, prin caracterul sau sistematic, poate aduce atingere demnitatii, integritatii fizice ori mentale a unui angajat sau grup de angajati, punand in pericol munca lor sau degradand climatul de lucru;
- b) stresul si epuizarea fizica.

„**Hartuirea sexuala**” defineste situatia in care se manifesta un comportament nedorit cu conotatie sexuala, exprimat fizic, verbal sau nonverbal, avand ca obiect sau ca efect lezarea demnitatii unei persoane si, in special, crearea unui mediu de intimidare, ostil, degradant, umilitor sau jignitor.

1. PRINCIPII DIRECTOARE

1.1. PRINCIPII DIRECTOARE ALE COMBATERII TUTUROR FORMELOR DE DISCRIMINARE SI A HARTUIRII LA LOCUL DE MUNCA

1.1.1. Principiul egalitatii

Cargus promoveaza, respecta si aplica principiul egalitatii intre oameni si al excluderii privilegiilor si

„**Moral harassment at the workplace**” means any behavior exercised in relation to an employee by another employee who is his/her hierarchical superior, by a subordinate and/or by comparable employee from a hierarchical point of view, in connection with employment relations, which has as purpose or effect a deterioration of working conditions by infringing the rights or dignity of the employee, by affecting his/her physical or mental health, or by compromising his/her professional future, behavior manifested in any of the following forms:

- a) hostile or unwanted conduct;
- b) verbal comments;
- c) actions or gestures.

It constitutes also moral harassment at the workplace:

- a) any behavior that, by its systematic character, can harm the dignity, physical or mental integrity of an employee or group of employees, endangering their work or degrading the working climate;
- b) stress and physical exhaustion.

„**Sexual harassment**” means the situation in which an unwanted behavior with sexual connotation is manifested, expressed physically, verbally or nonverbally, having as object or effect the damaging of a person's dignity and, especially, the creation of an intimidating, hostile, degrading, humiliating or offensive environment.

1. GUIDING PRINCIPLES

1.1. GUIDING PRINCIPLES FOR FIGHTING AGAINST ALL FORMS OF DISCRIMINATION AND HARASSMENT AT THE WORKPLACE

1.1.1. The principle of equality

Cargus promotes, observes and applies the principle of equality between people and of exclusion of

discriminării. În acest sens, Cargus respecta toate drepturile atașate acestor principii, conform legii.

În special, Cargus respecta principiul egalității în activitatea economică și în materie de angajare și profesie, a salariaților.

1.1.2. Principiul toleranței grad zero pentru practici discriminatorii și hărțuire

Cargus se angajează să ofere un mediu de muncă sigur pentru toți angajații săi, cu excluderea discriminării pe orice temei și hărțuirii la locul de muncă.

Cargus aplică o politică de toleranță zero pentru orice formă de discriminare și hărțuire la locul de muncă, va trata cu seriozitate și promptitudine toate incidentele și va investiga toate acuzațiile de hărțuire.

1.1.3. Principiul respectării drepturilor angajaților în materia hărțuirii morale

Cargus respecta drepturile angajaților în materia hărțuirii morale, respectiv:

- a) fiecare angajat are dreptul la un loc de muncă lipsit de acte de hărțuire morală;
- b) niciun angajat nu va fi concediat sau discriminat, direct sau indirect, inclusiv cu privire la salarizare, formare profesională, promovare sau prelungirea raporturilor de muncă, din cauza că a fost supus sau că a refuzat să fie supus hărțuirii morale la locul de muncă;
- c) corelativ, angajații care săvârșesc acte sau fapte de hărțuire morală la locul de muncă răspund disciplinar.

1.2. PRINCIPII DIRECTOARE PENTRU PROMOVAREA EGALITĂȚII DE ȘANSE ȘI DE TRATAMENT ÎNTRE FEMEI ȘI BARBĂȚI

privilegii și discriminării. În acest sens, Cargus observă toate drepturile atașate acestor principii, conform legii.

În particular, Cargus observă principiul egalității de angajare și profesie în activitatea economică și în termenii de angajare și profesie.

1.1.2. The principle of zero-degree tolerance for discriminatory and harassment practices

Cargus is committed to providing a safe work environment for all its employees, excluding discrimination on any grounds and harassment at the workplace.

Cargus applies a zero-tolerance policy for any form of discrimination and harassment at the workplace, will treat all incidents seriously and promptly and will investigate all allegations of harassment.

1.1.3. The principle of observing the rights of employees in the field of moral harassment

Cargus observes the rights of employees in the field of moral harassment, respectively:

- a) every employee has the right to a workplace free from acts of moral harassment;
- b) no employee will be dismissed or discriminated, directly or indirectly, including in respect of wage, training, promotion or extension of employment relations, because he/she has been subject to or refused to be subject to moral harassment at the workplace;
- c) correlatively, employees who commit acts or deeds of moral harassment at the workplace are disciplinary liable.

1.2. GUIDING PRINCIPLES FOR THE PROMOTION OF EQUAL OPPORTUNITIES AND TREATMENT BETWEEN WOMEN AND MEN

Cargus respecta, promoveaza, respecta si aplica urmatoarele principii directe in materia egalitatii de sanse si de tratament intre femei si barbati:

- a) principiul legalitatii, potrivit caruia sunt respectate prevederile Constitutiei si legislatiei nationale in materie, precum si prevederile acordurilor si altor documente juridice internationale la care Romania este parte;
- b) principiul respectarii demnitatii umane, potrivit caruia fiecarei persoane ii este garantata dezvoltarea libera si deplina a personalitatii;
- c) principiul cooperarii si al parteneriatului, potrivit caruia toate entitatile private si publice colaboreaza pentru elaborarea, implementarea, evaluarea si monitorizarea politicilor publice si a programelor privind eliminarea tuturor formelor de discriminare pe criteriul de sex, precum si pentru realizarea de facto a egalitatii de sanse si de tratament intre femei si barbati;
- d) principiul transparentei, potrivit caruia elaborarea, derularea, implementarea si evaluarea politicilor si programelor din domeniu sunt aduse la cunostinta publicului larg;
- e) principiul transversalitatii, potrivit caruia politicile si programele publice care apara si garanteaza egalitatea de sanse si de tratament intre femei si barbati sunt realizate prin colaborarea institutiilor si autoritatilor cu atributii in domeniu la toate nivelele vietii publice.

2. CADRUL LEGAL SI CONVENTIONAL

Cadrul legal si conventional pe care Cargus il cunoaste, il respecta si il are in vedere in redactarea prezentei politici este format din urmatoarele documente:

Cargus observes, promotes, observes and applies the following guiding principles in the field of equal opportunities and treatment between women and men:

- a) the principle of legality, according to which the provisions of the Constitution and of the national legislation in the field are observed, as well as the provisions of the agreements and other international legal documents to which Romania is a party;
- b) the principle of observing human dignity, according to which each person is guaranteed the free and full development of the personality;
- c) the principle of cooperation and partnership, according to which all private and public entities collaborate for the elaboration, implementation, evaluation and monitoring of public policies and programs regarding the elimination of all forms of discrimination based on sex, as well as for the de facto achievement of equal opportunities and treatment between women and men;
- d) the principle of transparency, according to which the elaboration, development, implementation and evaluation of the policies and programs in the field are brought to the knowledge of the general public;
- e) the principle of transversality, according to which the public policies and programs that defend and guarantee the equal opportunities and treatment between women and men are carried out through the collaboration between institutions and authorities with attributions in the field at all levels of public life.

2. LEGAL AND CONVENTIONAL FRAMEWORK

The legal and conventional framework that Cargus is aware of, observes and considers when drafting this policy, consists of the following documents:

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| <p>a) Convenția pentru apărarea Drepturilor Omului și a Libertăților fundamentale din 5 decembrie 1950;</p> <p>b) Carta Drepturilor Fundamentale a Uniunii Europene din 1 decembrie 2009;</p> <p>c) Directiva 2006/54/CE a Parlamentului European și a Consiliului din 5 iulie 2006 privind punerea în aplicare a principiului egalității de șanse și al egalității de tratament între bărbați și femei în materie de încadrare în muncă și de muncă;</p> <p>d) Ordonanța nr. 137 din 31 august 2000 privind prevenirea și sancționarea tuturor formelor de discriminare, cu toate modificările și completările în vigoare;</p> <p>e) Legea nr. 202 din 19 aprilie 2002 privind egalitatea de șanse și de tratament între femei și bărbați, cu toate modificările și completările în vigoare;</p> <p>f) Norme metodologice din 24 aprilie 2019 de aplicare a prevederilor Legii nr. 202/2002 privind egalitatea de șanse și de tratament între femei și bărbați, cu toate modificările și completările în vigoare;</p> <p>g) Regulamentul Intern;</p> <p>h) SR EN ISO 9001:2015 - Sisteme de Management al Calității. Cerințe.</p> | <p>a) Convention for the Defense Human Rights and Fundamental Freedoms of December 5, 1950;</p> <p>b) Charter of Fundamental Rights of the European Union of December 1, 2009;</p> <p>c) Directive no. 2006/54/EC of the European parliament and of the Council of July 5, 2006 on the implementation of the principle of equal opportunities and equal treatment of men and women in matters of employment and occupation;</p> <p>d) Ordinance no. 137 of August 31, 2000 on the prevention and sanctioning of all forms of discrimination, with all amendments and supplements in force;</p> <p>e) Law no. 202 of April 19, 2002 on equal opportunities and treatment between women and men, with all amendments and supplements in force;</p> <p>f) Application rules of April 24, 2019 for the application of the provisions of Law no. 202/2002 on equal opportunities and treatment between women and men, with all amendments and supplements in force;</p> <p>g) Internal Regulation;</p> <p>h) SR EN ISO 9001:2015 - Quality Management Systems. Requirements.</p> |
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3. SCOPUL SI DOMENIUL DE APLICARE

Scopul prezentei politici îl reprezintă eliminarea toleranței la discriminare și la hărțuire la locul de muncă și stabilirea măsurilor antidiscriminare și antihărțuire.

Politica se aplică tuturor angajaților CARGUS și subcontractorilor CARGUS.

3. THE PURPOSE AND THE SCOPE

The purpose of this policy is to eliminate the tolerance to discrimination and harassment at the workplace and to establish anti-discrimination and anti-harassment measures.

The policy applies to all CARGUS employees and CARGUS subcontractors.

4. MASURI PREVENTIVE PENTRU COMBATEREA DISCRIMINARII SI HARTUIRII LA LOCUL DE MUNCA

Pentru a preveni discriminarea si hartuirea la locul de munca, Cargus aplica masurile preventive prevazute de Regulamentul Intern, precum si masurile de mai jos:

- a) previne faptele de discriminare, prin instituirea unor masuri speciale, inclusiv a unor actiuni afirmative, in vederea protectiei persoanelor defavorizate care nu se bucura de egalitatea sanselor;
- b) ia masurile necesare in scopul prevenirii si combaterii actelor de hartuire morala la locul de munca prin prevederea in Regulamentul Intern de sanctiuni disciplinare pentru angajatii care savarsesc acte sau fapte de hartuire morala la locul de munca;
- c) nu stabileste si nu va stabili, in nicio forma, reguli sau masuri interne care sa oblige, sa determine sau sa indemne angajatii la savarsirea de acte sau fapte de hartuire morala la locul de munca;
- d) nu va proceda la si are toleranta zero fata de discriminarea unei persoane pentru motivul ca apartine unei anumite rase, nationalitati, etnii, religii, categorii sociale sau unei categorii defavorizate, respectiv din cauza convingerilor, varstei, sexului sau orientarii sexuale a acesteia, intr-un raport de munca si protectie sociala, cu exceptia cazurilor prevazute de lege, manifestata in urmatoarele domenii:
 - ✓ incheierea, suspendarea, modificarea sau incetarea raportului de munca;
 - ✓ stabilirea si modificarea atributiilor de serviciu, locului de munca sau a salariului;
 - ✓ acordarea altor drepturi sociale decat cele reprezentand salariul;
 - ✓ formarea, perfectionarea, reconversia si promovarea profesionala;
 - ✓ aplicarea masurilor disciplinare;

4. PREVENTIVE MEASURES TO FIGHT AGAINST DISCRIMINATION AND HARASSMENT AT THE WORKPLACE

In order to prevent discrimination and harassment at the workplace, Cargus applies the preventive measures provided by the Internal Regulation, as well as the following measures:

- a) prevents deeds of discrimination, by instituting special measures, including affirmative actions, in order to protect disadvantaged persons who do not enjoy equal opportunities;
- b) takes the necessary measures in order to prevent and fight against acts of moral harassment at the workplace by providing in the Internal Regulation disciplinary sanctions for employees who commit acts or deeds of moral harassment at the workplace;
- c) does not establish and will not establish, in any form, internal rules or measures that oblige, determine or urge employees to commit acts or deeds of moral harassment at the workplace;
- d) will not proceed to, and has zero tolerance for discrimination against a person on the grounds that he/she belongs to a certain race, nationality, ethnicity, religion, social category or to a disadvantaged category, respectively because of his/her beliefs, age, sex or sexual orientation, in an employment and social protection relationship, except for the cases provided by law, manifested in the following fields:
 - ✓ concluding, suspending, modifying or terminating the employment relation;
 - ✓ establishing and modifying the job duties, the job or the wage;
 - ✓ granting other social rights than those representing the wage;
 - ✓ training, improvement, reconversion and professional promotion;

- ✓ dreptul de aderare la sindicat si accesul la facilitatile acordate de acesta;
- ✓ orice alte conditii de prestare a muncii, potrivit legislatiei in vigoare.

5. MASURI PROACTIVE PENTRU COMBATAREA DISCRIMINARII SI HARTUIRII LA LOCUL DE MUNCA

5.1. Rolul si responsabilitatile Cargus S.R.L.

In vederea combaterii discriminarii si hartuirii la locul de munca, Cargus S.R.L. ia masurile proactive prevazute prin Regulamentul Intern si, in special:

- a) incearca solutionarea pe cale amiabila, prin mediere, a conflictelor aparute in urma savarsirii unor acte/fapte de discriminare/hartuire;
- b) sanctioneaza comportamentul discriminatoriu conform Regulamentului Intern;
- c) nu refuza angajarea in munca a unei persoane pentru motivul ca aceasta apartine unei anumite rase, nationalitati, etniei, religii, categorii sociale sau unei categorii defavorizate ori din cauza convingerilor, varstei, sexului sau orientarii sexuale a acesteia, cu exceptia cazurilor prevazute de lege;
- d) nu conditioneaza ocuparea unui post prin anunt sau concurs, lansat de Cargus ori de reprezentantul acestuia, de apartenenta la o anumita rasa, nationalitate, etnie, religie, categorie sociala sau la o categorie defavorizata, de varsta, de sexul sau orientarea sexuala, respectiv de convingerile candidatilor, cu exceptia cazurilor permise de lege;
- e) nu discrimineaza angajatii, in raport cu prestatiile sociale acordate, din cauza apartenentei angajatilor la o anumita rasa, nationalitate, origine etnica, religie, categorie sociala sau la o categorie defavorizata ori pe

- ✓ applying of disciplinary measures;
- ✓ the right to join the union and access to the facilities granted by it;
- ✓ any other conditions of work performance, according to the legislation in force.

5. PROACTIVE MEASURES TO FIGHT AGAINST DISCRIMINATION AND HARASSMENT AT THE WORKPLACE

5.1. The role and responsibilities of Cargus S.R.L.

In order to fight against discrimination and harassment at the workplace, Cargus S.R.L. takes the proactive measures provided for in the Internal Regulation and, in particular:

- a) tries to resolve amicably, through mediation, the conflicts that appear as a result of committing acts/deeds of discrimination/harassment;
- b) sanctions the discriminatory behavior according to the Internal Regulation;
- c) does not refuse to employ a person on the ground that he/she belongs to a certain race, nationality, ethnicity, religion, social category or to a disadvantaged category or because of his/her beliefs, age, sex or sexual orientation, except for the cases provided by law;
- d) does not make the employment for a position by notice or competition, launched by Cargus or its representative, subject to belonging to a certain race, nationality, ethnicity, religion, social category or to a disadvantaged category, age, sex or sexual orientation, respectively to convictions of the candidates, except for the cases allowed by law;
- e) does not discriminate against employees, in relation to the social benefits granted, due to the employees' belonging to a certain race, nationality, ethnic origin, religion, social category or to a disadvantaged category or based on age, sex, sexual orientation, or beliefs promoted by them;

- baza varstei, sexului, orientarii sexuale sau convingerilor promovate de ei;
- f) asigura egalitatea de sanse si de tratament intre angajati, femei si barbati, in cadrul relatiilor de munca de orice fel, inclusiv prin introducerea de dispozitii explicite cu privire la interzicerea discriminarilor bazate pe criteriul de sex in Regulamentul Intern si se asigura de luarea la cunostinta a acestor prevederi de catre angajati;
- g) prevede in Regulamentul Intern sanctiuni disciplinare, in conditiile prevazute de lege, pentru angajatii care incalca demnitatea personala a altor angajati prin crearea de medii degradante, de intimidare, de ostilitate, de umilire sau ofensatoare, prin actiuni de discriminare;
- h) ii informeaza permanent pe angajati, prin intermediul Intranet, asupra drepturilor pe care acestia le au in ceea ce priveste respectarea egalitatii de sanse si de tratament intre femei si barbati in relatiile de munca;
- i) informeaza imediat dupa ce a fost sesizat, autoritatile publice abilitate cu aplicarea si controlul respectarii legislatiei privind egalitatea de sanse si de tratament intre femei si barbati;
- j) cu exceptiile permise de lege, nu utilizeaza nicio practica discriminatorie ce dezavantajeaza persoanele de un anumit sex, in legatura cu relatiile de munca, referitoare la:
- ✓ anuntarea, organizarea concursurilor sau examenelor si selectia candidatilor pentru ocuparea posturilor vacante;
 - ✓ incheierea, suspendarea, modificarea si/sau incetarea raportului juridic de munca ori de serviciu;
 - ✓ stabilirea sau modificarea atributiilor din fisa postului;
 - ✓ stabilirea remuneratiei;
 - ✓ beneficii, altele decat cele de natura salariala, precum si securitate sociala;
- f) ensures equal opportunities and treatment between employees, women and men, in employment relations of any kind, including by introducing express provisions in the Internal Regulation on the prohibition of discriminations based on sex, and ensures the acknowledgement of these provisions by employees;
- g) provides in the Internal Regulation disciplinary sanctions, under the conditions provided by law, for employees who violate the personal dignity of other employees by creating degrading, intimidating, hostile, humiliating or offensive environments, through discriminatory actions;
- h) permanently informs the employees, by Intranet, on the rights they have regarding the observance of equal opportunities and treatment between women and men in the employment relations;
- i) informs immediately after being notified, the public authorities empowered with the application and control of the observance of the legislation regarding equal opportunities and treatment between women and men;
- j) with the exceptions allowed by law, does not use any discriminatory practice that disadvantages persons of a certain sex, in connection with employment relations, regarding:
- ✓ announcing, organizing contests or exams and selecting candidates to fill vacancies;
 - ✓ concluding, suspending, modifying and/or terminating the employment or job relationship;
 - ✓ establishing or modifying the attributions from the job description;
 - ✓ establishing the remuneration;
 - ✓ benefits, other than those of wage nature, as well as social security;
 - ✓ professional information and counselling, initiation, qualification, improvement,

- ✓ informare si consiliere profesionala, programe de initiere, calificare, perfectionare, specializare si recalificare profesionala;
 - ✓ evaluarea performantelor profesionale individuale;
 - ✓ promovarea profesionala;
 - ✓ aplicarea masurilor disciplinare;
 - ✓ libertatea de asociere si dreptul la negocierile colective;
 - ✓ orice alte conditii de prestare a muncii, potrivit legislatiei in vigoare.
- k) nu permite sau realizeaza nicio discriminare sau masura nepermisa de lege pe motiv/in caz de maternitate;
- l) nu modifica unilateral relatiile sau conditiile de munca, inclusiv concedierea angajatilor care au inaintat o sesizare sau o reclamatie la nivelul companiei pe motiv de discriminare pe baza de sex sau care a depus o plangere la instantele judecatoresti competente, cu exceptia unor motive intemeiate si fara legatura cu cauza;
- m) asigura informarea continua a tuturor angajatilor asupra drepturilor acestora in ceea ce priveste respectarea egalitatii de sanse si de tratament intre femei si barbati in relatiile de munca prin toate mijloacele de comunicare posibile, conform Regulamentului Intern;
- n) realizeaza proiecte, programe de instruire, actiuni, campanii de informare, educare si constientizare a angajatilor in scopul asigurarii unei intelegeri comune, asupra politicii interne privind discriminarea si hartuirea la locul de munca si a cunoasterii modalitatilor de raportare a unei astfel de situatii;
- o) asigura sesiuni de informare si formare specializata in domeniul egalitatii de sanse si de tratament intre femei si barbati pentru conducerea institutiei si celelalte posturi de conducere;
- p) promoveaza o atitudine bazata pe respect reciproc si buna colaborare care sa genereze un specialization and professional retraining programs;
- ✓ evaluation of individual professional performances;
 - ✓ professional promotion;
 - ✓ application of disciplinary measures;
 - ✓ the liberty of association and the right to collective bargaining;
 - ✓ any other conditions of work performance, according to the legislation in force.
- k) does not allow nor perform any discrimination or measure not permitted by law on grounds/in case of maternity;
- l) does not unilaterally change the employment relations or conditions, including dismissal of employees who have filed a notification or complaint at the company level on the grounds of discrimination based on sex or who have filed a complaint with the competent courts, except for well-grounded reasons and unrelated to the cause;
- m) ensures the continuous information of all employees on their rights regarding the observance of equal opportunities and treatment between women and men in employment relations through all possible means of communication, according to the Internal Regulation;
- n) carries out projects, training programs, actions, information, education and awareness of employees' campaigns in order to ensure a common understanding on the internal policy on discrimination and harassment at the workplace and knowledge of how to report such a situation;
- o) provides specialized information and training sessions in the field of equal opportunities and treatment between women and men for the management of the institution and the other management positions;
- p) promotes an attitude based on mutual respect and good collaboration which to generate a

comportament profesional in orice moment, inclusiv in cadrul intalnirilor organizate in afara sediului si in afara orelor de serviciu, precum si in mediul on-line;

- q) informeaza angajatii privind procedura de depunere a unei plangeri de hartuire /comportament inadecvat la locul de munca si cu privire la modul de solutionare a sesizarilor/reclamatiiilor formulate de catre persoanele prejudiciate prin asemenea fapte;
- r) elaboreaza proceduri interne pentru punerea in aplicare a prezentei politici, care cuprind inclusiv circuitul institutional privind demersurile necesare in vederea informarii imediate a autoritatilor publice abilitate cu aplicarea si controlul respectarii legislatiei privind egalitatea de sanse intre femei si barbati.

5.2. Colaborarea Cargus cu autoritatile publice

In cazul in care se impune conform legii, Cargus informeaza/notifica/sesizeaza autoritatile publice competente cu privire la incalcare ale dispozitiilor legale antihartuire si antidiscriminare aduse la cunostinta sa.

Autoritatile publice relevante sunt, dupa caz:

- a) Agentia Nationala pentru Egalitatea de Sanse intre Femei si Barbati;
- b) Consiliul National pentru Combaterea Discriminarii;
- c) Organele de cercetare penala;
- d) Alte autoritati prevazute de lege.

5.3. Rolul si responsabilitatile angajatilor

Angajatii au dreptul ca, in cazul in care se considera discriminati pe baza criteriului de sex sau hartuiti, sa formuleze sesizari/reclamatii catre Cargus si sa solicite sprijinul reprezentantului salariatilor din societate pentru rezolvarea situatiei la locul de munca.

professional 10behaviour at any time, including during the meetings organized outside the headquarters and outside working hours, as well as in the online environment;

- q) informs the employees regarding the procedure for submitting a complaint concerning harassment/inappropriate 10behaviour at the workplace and regarding the way of solving the notifications/complaints formulated by the persons affected by such deeds;
- r) elaborates internal procedures for the implementation of this policy, which include the institutional circuit regarding the necessary steps in order to immediately inform the public authorities empowered with the application and control of the observance of the legislation on equal opportunities between women and men.

5.2. Cargus collaboration with public authorities

In case it is necessary according to the law, Cargus informs/notifies/notices/ public relevant authorities concerning breaches of the legal provisions related to antiharassment and antidiscrimination brought to its attention.

The relevant public authorities are, as the case may be:

- a) National Agency for Equal Opportunities between Women and Men;
- b) The National Council for Combating Discrimination;
- c) Criminal investigation bodies;
- d) Other authorities provided by the law.

5.3. The role and responsibilities of employees

Employees have the right, if they consider themselves discriminated against, on the basis of the criteria of sex, or harassed, to file notifications/complaints to Cargus and to request the support of employees' representative in the company in order to solve the situation at the workplace.

Angajatii urmeaza intocmai procedurile adoptate de Cargus in vederea implementarii prezentei politici si furnizeaza toate informatiile necesare pentru aceasta.

In cazul in care sesizarea/reclamatia nu a fost rezolvata la nivelul Cargus prin mediere, persoana angajata care prezinta elemente de fapt ce conduc la prezumtia existentei unei discriminari directe sau indirecte bazate pe criteriul de sex in domeniul muncii sau hartuire, are dreptul atat sa sesizeze institutia competenta, cat si sa introduca cerere catre instanta judecatoreasca competenta in a carei circumscriptie teritoriala isi are domiciliul ori resedinta, respectiv la sectia/completul pentru conflicte de munca si drepturi de asigurari sociale din cadrul tribunalului sau, dupa caz, instanta de contencios administrativ, dar nu mai tarziu de 3 (trei) ani de la data savarsirii faptei.

6. REGULI DE CONFIDENTIALITATE

Cargus va asigura confidentialitatea datelor privitoare la rasa, nationalitatea, etnia, religia, sexul, orientarea sexuala sau a altor date cu caracter privat care privesc persoanele aflate in cautarea unui loc de munca.

7. MASURI PRELIMINARE PRIVIND SOLUTIONAREA SESIZARILOR LA NIVELUL CARGUS

Masurile preliminare privind solutionarea sesizarilor la nivelul Cargus sunt detaliate in Regulamentul Intern si vor face obiectul unor proceduri interne.

8. MODALITATI DE SOLUTIONARE A SESIZARILOR LA NIVELUL CARGUS

Solutionarea sesizarilor la nivelul Cargus se face conform dispozitiilor prevazute in Regulamentul Intern si, dupa caz, in proceduri interne.

Employees follow exactly the procedures adopted by Cargus in order to implement this policy and provide all the necessary information in this respect.

If the notification/complaint has not been solved at the level of Cargus through mediation, the employee who presents factual elements that lead to the presumption of direct or indirect discrimination based on the criteria of sex in the field of work, or harassment, has the right to both notify the competent institution, as well as to file a claim to the competent court in whose territorial district he/she has his/her domicile or residence, respectively to the section/panel for labor disputes and social insurance rights within the tribunal or, as the case may be, the administrative contentious court, but not later than 3 (three) years from the date the deed was committed.

6. CONFIDENTIALITY RULES

Cargus will ensure the confidentiality of data relating to race, nationality, ethnicity, religion, sex, sexual orientation or other private data concerning the persons that are looking for a job.

7. PRELIMINARY MEASURES REGARDING THE SETTLEMENT OF NOTIFICATIONS AT CARGUS' LEVEL

Preliminary measures regarding the settlement of notifications at Cargus' level are detailed in the Internal Regulation and will be subject to internal procedures.

8. MODALITIES TO SOLVE THE NOTIFICATIONS AT CARGUS' LEVEL

The resolution of the notifications at Cargus' level is made according to the provisions provided in the Internal Regulation and, as the case may be, in internal procedures.

9. STABILIREA CONCLUZIILOR PRIVIND ANALIZA SESIZARILOR SI A MASURILOR DISPUSE LA NIVELUL CARGUS

Stabilirea concluziilor privind analiza sesizarilor si a masurilor dispuse la nivelul Cargus se face conform dispozitiilor prevazute in Regulamentul Intern si, dupa caz, in proceduri interne.

9. ESTABLISHING THE CONCLUSIONS REGARDING THE REVIEW OF THE NOTIFICATIONS AND THE MEASURES PROVIDED AT CARGUS' LEVEL

The establishing of the conclusions regarding the review of the notifications and of the measures ordered at Cargus' level is made according to the provisions provided in the Internal Regulation and, as the case may be, in internal procedures.

CARGUS S.R.L.

Prin domnul/by Mr. Jarosław Marek Śliwa
Director General/General Manager
