



ANTI HARASSMENT & DISCRIMINATION POLICY

Our Commitment

We are an equal opportunity employer. We aim to provide a workplace free of harassment, discrimination and bullying so that all staff are free to undertake their work and grow and develop to improve not only themselves, but the organisation.

Our Safeguards

Our employment practices are undertaken without regard to age, disability, race, religion or belief, sex, sexual orientation or gender identity, marital status, social class, political belief or political party membership.

We must always treat others with respect and avoid situations that may be perceived as inappropriate. We should ensure that no employee is subject to any intimidating, hostile or discriminatory behaviour. Inappropriate behaviour will lead to disciplinary action being taken by imza MARINE A.S. and could result in dismissal.

Reporting Information

If any employee has reason to believe that he or she is the victim of any form of discrimination or harassment, he or she should follow the steps below:

- Inform the offending person(s) that their behavior is offensive and/or insulting and request them to stop immediately.
- If any person feels uncomfortable confronting the perpetrator of the offensive/insulting behavior for any reason, they should instead report the situation to their supervisor who will take the appropriate action by reporting the incident to a Senior Manager. On receiving any report of



discrimination or harassment, Senior Managers are to report the circumstances and details of the case to the DPA.

- If the complaint of discrimination or harassment is against a supervisor or Manager, or if any individual is uncomfortable discussing the complaint with a supervisor or Manager, all employees have the right to report any complaint of discrimination or harassment to the HR & Crewing Manager, a Senior Manager and/or the Fleet Manager at any time.

All complaints of discrimination and/or harassment will be dealt with by imza MARINE A.S. in a timely manner and all related details will remain highly confidential.

Following investigation, any person found guilty of discrimination or harassment against any fellow employee will be disciplined by imza MARINE A.S. Such disciplinary action may include any measure from reprimand to termination of employment.

Under no circumstances shall any form of retaliation be accepted against any employee who in good faith makes any complaint against any other person or persons regarding discrimination or harassment.