

Gender Equality Policy

Effective Date: 11 September 2025

1. Purpose and Scope

The purpose of this Gender Equality Policy is to formalize Zelestium Technologies commitment to fostering and maintaining gender equality throughout all levels of the organization. This policy is binding upon all employees, contractors, business partners, and stakeholders engaged with Zelestium Technologies.

2. Definitions

- **Gender Equality:** A condition in which access to rights, resources, responsibilities, and opportunities is not influenced or restricted by gender.
- **Discrimination:** Any action, decision, or practice that results in unequal or unfavorable treatment of an individual on the basis of gender.
- **Harassment:** Any unwelcome conduct, whether verbal, non-verbal, or physical, which demeans, intimidates, or humiliates an individual due to their gender.

3. Policy Statement

Zelestium Technologies is committed to establishing and upholding a workplace culture in which all individuals are treated with fairness, respect, and dignity, irrespective of gender. Diversity and inclusion are recognized as strategic drivers that strengthen organizational performance and client service delivery.

4. Objectives

- To guarantee equal opportunities in recruitment, development, promotion, and remuneration across all genders.
- To eliminate gender-based discrimination and harassment by embedding preventative and corrective measures.
- To implement policies and practices that facilitate work-life balance and address the diverse requirements of the workforce.

5. Implementation Strategies

- **Recruitment:** Ensure impartial and transparent recruitment and selection processes designed to attract and retain a diverse talent pool.
- **Training:** Provide mandatory training on diversity, equity, inclusion, unconscious bias, and the prevention of harassment to all employees, management, and leadership.
- **Mentorship:** Establish structured mentorship and career development programs that support the advancement of underrepresented genders into leadership roles.

6. Reporting Mechanisms

Employees are obliged and encouraged to report any suspected or observed instances of gender discrimination or harassment through the following official channels:

- Direct reporting to the relevant line manager or supervisor;
- Escalation to the Human Resources Department;
- Utilization of an anonymous reporting mechanism, where available.

All reports will be treated with strict confidentiality, investigated promptly and thoroughly, and addressed in accordance with applicable disciplinary procedures. Retaliation against any individual who submits a report in good faith is strictly prohibited.

7. Monitoring and Evaluation

Zelestium Technologies will regularly evaluate the effectiveness of this policy by:

- Conducting periodic employee surveys to measure inclusivity perceptions;
- Reviewing workforce data relating to recruitment, retention, advancement, and remuneration by gender;
- Benchmarking organizational practices against industry standards in diversity and inclusion.

8. Review Process

This policy shall be subject to formal review on an annual basis by the Human Resources Department, in consultation with executive management. Amendments shall be implemented as required to ensure continued compliance with applicable legislation and alignment with organizational objectives.

9. Compliance with Laws

Zelestium Technologies is fully committed to compliance with all relevant labor legislation, equal employment opportunity regulations, and international standards governing workplace equality in each jurisdiction in which it operates. Where possible, Zelestium Technologies will endeavor to exceed statutory requirements by adopting recognized best practices in diversity, equity, and inclusion.

