



Employment of woman & young policy

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Scope of services: RETEMS Logistics is a provider of International Freight Forwarding, Warehousing and Customs Clearance Services.

Statement: Our organization is committed to perform 100% compliance to requirements of Labour Code of Azerbaijan Republic and other applicable national and international laws, standards, codes, expectations and relevant requirements related to employment of woman and young.

Definitions:

- **Employment** - the condition of having paid work.

Responsibilities: Our Company takes responsibility never to:

- Employ persons who are under the age of 15.
- Use manpower of workers under age of 18 beyond the limits specified in Labor Code of Azerbaijan Republic.
- Involve persons who are under the age of 18 to works which by its nature or the circumstances in which it is carried out is likely to jeopardize the health, safety or morals of young persons.

Expectations from interested parties: We expect and request our Competitors, Customers, Suppliers and other external interested parties to comply with applicable national and international laws, standards, codes, expectations and relevant requirements related to employment of woman and young.

Reporting: Our employees shall immediately report to management any concerns related to violations of requirements related to employment of woman & young. Any person reporting a suspected violation of this policy will never be subject to disciplinary action or retaliation for the act of making the report.

Confidentiality: If reporter does not feel comfortable stating his/her name – he/she can make report confidentially. No attempt from management will be made to identify the individual. Information provided by the individual, or obtained in the course of investigation, will be treated as confidential to the extent permitted by law.

Disciplinary measures: Any our employee or partner which violates these requirements in connection with RETEMS Logistics business will be subject to disciplinary measures, up to and including termination of labor contract in the case of an employee, or termination of business relations in the case of an external party and, where appropriate, referral of the matter to relevant law enforcement authorities.

Communication: The employment of woman & young policy principles will regularly be communicated and available to staff at all times. To involve our Customers, and any interested parties with a legitimate interest in our commitment, this Policy Statement is made available on our website <https://retemsgroup.com/>

Director:

Mehdiyev S.L.

