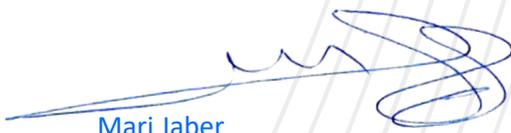


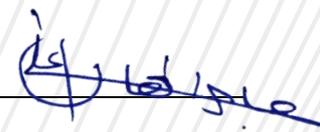


## DIVERSITY AND INCLUSION POLICY

Revision # 2 – FNRCO – HR – 07|0123 – R2

  
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Reviewed By

18 January 2023  
Date

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Approved By

20 January 2023  
Date

	<b>Diversity and Inclusion Policy</b>	<b>Doc Ref No.</b>	<b>Rev No.</b>
		<b>FNRCO – HR – 07   0123</b>	<b>02</b>

## 1. Policy Statement

First National Human Resources Company (FNRCO) is committed to fostering, cultivating, and preserving a culture of diversity and inclusion. We understand that our human capital is the most valuable asset we possess. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities, and talent that our employees invest in their work represents a significant part of not only our culture but our reputation and company’s achievement as well.

As a dynamic organization committed to continuous improvement and delivering optimal solutions across diverse operations, FNRCO embraces our role as a leader in international workforce management. We are dedicated to recruiting and deploying multinational staff from various countries across multiple industries, recognizing that diversity drives innovation, enhances flexibility, and is critical to our success.

## 2. Scope

This policy applies to all employees, applicants for employment, and partners of FNRCO, including full-time, part-time, temporary, contract employees, and any other persons involved with FNRCO operations. It governs all areas of employment, including recruitment, hiring, training, promotion, and compensation.

## 3. Objectives

- **Promote Inclusivity:** Ensure that FNRCO is a workplace where everyone feels valued and respected and where their contributions matter.
- **Enhance Representation:** Strive for diversity at all levels of the company that reflects the communities we serve.
- **Foster a Supportive Environment:** Cultivate an environment where diverse cultural insights are recognized and where every employee knows they are a valued part of FNRCO.
- **Drive Innovative Solutions:** Leverage diverse skills and perspectives to creatively solve problems and meet the diverse needs of our global clientele.

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#### 4. Strategies and Actions

- **Recruitment and Employment:** Implement recruitment strategies that actively seek to increase diversity within our workforce. Use fair hiring practices that focus on skills, experience, and potential rather than on background or personal identity.
- **Training and Development:** Provide training for all employees to foster an inclusive culture, such as diversity awareness training and management courses designed to highlight the benefits of diversity.
- **Career Development:** Ensure fair access to opportunities for growth and advancement for all employees through mentorship programs, succession planning, and regular career development reviews.
- **Employee Networks:** Support the establishment and maintenance of employee networks to provide connections, resources, and support across diverse populations.
- **Communication:** Maintain open channels of communication where suggestions or concerns regarding the work environment can be expressed without fear of reprisal.
- **Monitoring and Reporting:** Regularly review the effectiveness of diversity and inclusion initiatives and practices to monitor progress and adapt strategies as necessary.

#### 5. Responsibility for Implementation

The HR department is responsible for the establishment and effective implementation of this policy. However, all employees at FNRCO have a shared responsibility to support and uphold the principles of diversity and inclusion defined here.

#### 6. Complaints and Grievances

FNRCO takes seriously any behavior that is not in line with this policy. Employees who feel that they have been subjected to conduct that violates our diversity policy should report these concerns to their immediate supervisor, HR, or through established reporting channels.

#### 7. Policy Review

This Diversity and Inclusion Policy will be reviewed annually and adjusted in light of company performance and in consideration of evolving best practices and legal compliance.