

Sharjah Hamriyah O&M Company Limited

Human Resource Policy

Sharjah Hamriyah O&M Company Ltd (the Company) considers Human Resources as a valuable asset to the Company. The Company aims to be an equal opportunity employer. The aim of Human resources Department is to provide effective human resource management by developing and implementing policies, procedures and programs that contribute to attainment of corporate and employee goals by:

- Planning staffing needs in advance, having a documented screening and recruitment process, ensuring that qualified candidates are hired based on organisational needs, employees are trained based on competency requirements for the job, effective internal review processes are followed for employee performance evaluation, continual development and career advancement.
- Properly balancing the needs of the employees and the needs of the Company by providing a conducive and healthy working condition for all employees including subcontractor's staff.
- Providing an environment which protects the employees against any acts of harassment such as bullying, intimidation, degradation, sexual harassment etc., at the workplace based on their gender, race or religion and the Company will investigate all such reported matters through an appropriate grievance handling process.
- Following local laws, regulations, guidelines and principles applicable to the project through various project agreements, including IFC performance standards (PS 2).
- Act with integrity and fairness and ensure all employed including migrant workers' rights are protected.
- This policy is applicable to all the employees and subcontractors.
- This HR Policy statement will be reviewed annually and updated as required.



Plant General Manager



Date