



**JSC
Almaty Development Center**

*Approved by:
Decision of the Management Board
JSC Almaty Development Center
dated "18" 09 2024
Minutes No 26
Attachment No 2*

**Gender Equality Policy
JSC Almaty Development Center**

Almaty

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1. General provisions

The Gender Equality Policy of JSC Almaty Development Center (hereinafter referred to as the Company) is aimed at creating a fair and inclusive working environment that provides all employees, regardless of their gender and gender identity, with equal opportunities for career growth, personal and professional development. The policy is based on international standards, including the UN Sustainable Development Goals, which emphasize the importance of ensuring gender equality as one of the key aspects of sustainable social and economic development.

As part of the policy, the Company recognizes that diversity and gender equality in the workplace contribute to a more innovative and productive environment, improving decision-making and increasing the effectiveness of the organization. Introducing gender balance into organizational processes fosters an inclusive culture that values different perspectives, unique skills and experiences that both men and women bring to the table. This also contributes to attracting and retaining the best personnel, which in turn increases the competitiveness of the Company.

According to the World Economic Forum (WEF) Global Gender Gap Report 2024, Kazakhstan ranks 76th among 146 countries, compared to 62nd place in 2023. This downward trend in the rating suggests that it is necessary to pay special attention to gender policy in the country.

The Company, understanding the responsibility of each link in the economy, decided to establish the Gender Equality Policy of JSC Almaty Development Center (hereinafter referred to as the Policy) for compliance by all employees of the Company, including when interacting with stakeholders.

This Policy has been developed in order to promote gender equality in the Company, in accordance with the Constitution of the Republic of Kazakhstan, the Law of the Republic of Kazakhstan dated December 8, 2009 No. 223-IV "On State Guarantees of Equal Rights and Equal Opportunities for Men and Women", the Law of the Republic of Kazakhstan dated June 29, 1998 No. 248-1 "On the Accession of the Republic of Kazakhstan to the Convention on Elimination of All Forms of Discrimination against Women", the Concept of Family and Gender Policy of the Republic of Kazakhstan until 2030, approved by Decree of the President of the Republic of Kazakhstan dated December 6, 2016 No. 384, The Sustainable Development Policy of JSC Almaty Development Center and the Charter of the Company.

The Company has a gender balance among employees. In 2024 the total number of employees was 142 people, of which men - 49%, women - 51% (in 2023, men - 43%, women - 57%, in 2022 men - 37%, women - 63%). According to these



data, significant success has been achieved in maintaining gender balance by the Society, including among top management, and also emphasizes the importance of continuing to maintain equal gender representation among employees.

The main terms and definitions used in this document are as follows:

Gender equality is the provision of equal rights, responsibilities and opportunities for men and women in the workplace and in society as a whole. Gender equality implies equal access to resources, career opportunities and social benefits for all employees, regardless of their gender.

Gender balance is an equal representation of men and women at all levels of management and in various areas of the organization's activities, taking into account the principle of equal opportunities.

Gender monitoring is the process of analyzing personnel policies and practices in order to assess compliance with the principles of gender equality. Gender audit helps to identify gender imbalances and propose measures to eliminate them.

2. Policy goals

The main goals of the Company's Gender Equality Policy include:

- **Ensuring equal opportunities.** The Company aims to guarantee equal opportunities for all employees, regardless of gender, in all aspects of work. This includes equal access to recruitment, professional development, promotion, training and salary.
- **Creating a discrimination-free environment.** The Company aims to eliminate all forms of gender-based discrimination, including bias, discrimination in hiring, promotion or pay, and sexual harassment.
- **Support for work-life balance.** The Company recognizes the importance of maintaining a balance between the professional and personal lives of its employees by providing flexible working arrangements, access to social benefits and family life support programmes.
- **Active promotion of gender equality.** The Company aims not only to observe gender equality at the internal level, but also to actively promote the principles of gender equality in its external projects, including partnerships with government agencies, the private sector and civil society.

3. Policy principles

1) **Transparency of processes.** All processes related to hiring, promotion, and remuneration must be transparent and understandable to all employees. Management should regularly review employee performance to avoid gender biases.

2) **Inclusive work environment.** The Company encourages creation of a working environment in which respect for gender diversity is an important value. This includes respectful communication, support for innovation and initiatives from employees, regardless of their gender.

3) **Equal representation and participation in decision-making.** The Company strives to ensure equal representation of men and women at all levels of management and in decision-making processes. The principle of equal participation promotes diversity of opinion and more balanced decisions.

4) **Education and awareness-raising.** The Company is committed to conducting regular educational programs and trainings to raise awareness of gender issues and create a culture that supports equality. Education helps to break down gender stereotypes and increase inclusivity in the workplace.

4. Main directions and measures for implementation of gender equality

In order to achieve the goals of gender equality, the Company takes the following actions:

- **Training and awareness-raising.** The Society commits to conducting regular educational events aimed at raising awareness of gender issues, overcoming stereotypes and developing a culture of inclusiveness. All managers and employees will be required to undergo trainings on gender equality issues in order to understand the importance of complying with this policy and be able to prevent possible violations.

- **Gender balance in leadership positions.** An important policy is to increase the representation of women in decision-making positions and in strategic units. The Company actively encourages appointment of women to key positions and introduction of gender-balanced personnel strategies.

- **Flexible forms of employment and social benefits.** The Company is considering the possibility of introducing flexible forms of work, such as part-time work, remote work and flexible working hours, in order to support employees in fulfilling their family responsibilities. Employees of both genders are provided with equal opportunities to care for children, including financial assistance in connection with the birth of a child.

- **Monitoring and analysis of gender equality.** The Company will conduct regular gender audits and data analysis on the representativeness of men and women at various levels of management, assess gender differences in wages, access to training and promotion.

- **Measures to prevent discrimination.** Implementing a clear procedure for filing complaints of discrimination and sexual harassment, ensuring the anonymity

of complainants, and conducting an independent investigation of all complaints with subsequent action.

5. Responsibility for compliance with the Policy

Responsibility for the implementation of this policy rests with the Management Board of the Company. All department heads are required to monitor the implementation of policies in the departments they head and ensure equal conditions for all employees. The Human Resources Department ensures compliance with all regulations and procedures, monitors and prepares progress reports.

6. Monitoring and evaluation of the effectiveness of the Policy

The Company undertakes to evaluate the results of implementation of the Gender Equality Policy on an annual basis. To this end, regular employee surveys will be conducted, statistics on hiring, promotion and remuneration will be analyzed, and cases of discrimination will be monitored. The results of the monitoring will be used to adjust strategies and take additional measures to improve gender balance.

7. Reporting

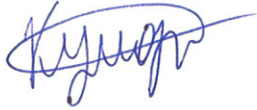
The Company will reflect the results of its activities in the field of gender equality in the annual report on sustainable development, which is published on the official Internet resource of the Company, after approval by the Board of Directors of the Company.

8. Conclusion

JSC Almaty Development Center is committed to the principles of gender equality and will continue to actively work to create a fair and inclusive working environment. Compliance with this policy is an integral part of the Company's corporate responsibility and contributes to the sustainable development of the city and society as a whole. We are convinced that the successful implementation of gender equality will lead to the improvement in the efficiency of our work and will have a positive impact on the development of the city of Almaty.

Designed:

Director
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Dias Kumarbekov

Согласована:

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**Plan of events
for implementation of the Gender Equality Policy
JSC Almaty Development Center for 2024-2025**

№	Event	Indicator	Deadline	Responsible executors	Execution information
1	2	3	4	5	6
1.	Conducting trainings and seminars for all employees on the principles of gender equality, prevention of discrimination and harassment	Participation of at least 80% of employees in training events annually	1 time a year	PMD	
2.	Conducting regular gender audits to assess the proportion of men and women at different levels of management, analysing differences in pay, access to training and promotion	Gender balance of new employees: target 50/50	1 time in six months	PMD, DEF	
3.	Introduction of flexible working conditions (flexible hours, remote work) and support programs for employees with children (additional vacations, part-time work)	Level of employee satisfaction with family and work conditions (results of the annual survey): target – at least 80% positive feedback	On an ongoing basis	PMD	
4.	Developing and implementing a clear procedure for filing complaints of gender discrimination and harassment, creating channels for anonymous reporting and prompt processing of complaints	Introduction and use of anonymous channels: the system is working and available to all employees by 2024	Q2 2025	PMD	
5.	Participation in city and national initiatives to promote gender equality, partnership with NGOs and international organizations, participation in specialized forums and events	Participation in national and international forums on gender equality	at least 2 events per year	Structural subdivisions	

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