



ITIVITI

Gender Equality Policy

Itiviti Group AB



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Introduction

Gender equality is an integral part of Itiviti's view of the work environment that it wishes employees to evolve in. Itiviti strives to be an attractive workplace, where women and men are treated the same way in every aspect of the work lifecycle and where they have the same opportunities, rights and obligations and must be equally represented, valued and rewarded within the organization.

In our society, women are still underrepresented in the corporate world, and there are still imbalances in compensation and benefits.

Gender equality is not only the right thing to do, it is also the smart thing to do. Apart from the obvious fairness consideration, gender equality is a way to attract the best workers, at least half of whom are women.

Among the numerous potential benefits related to promoting gender equality are: improved financial performance, retention and development of the best talent, enhanced reputation and corporate brand.

However, Itiviti is aware that fully implementing gender equality represents a bigger challenge in the Fintech sector than in other industries. Statistics show that women are largely underrepresented in this industry even in the most advanced countries on the gender equality front. Further, in its experience, Itiviti finds that a large portion of candidates for positions at Itiviti are men.

Thus, we cannot guarantee that the gender equality journey will be an easy one. What we can guarantee, is that:

- we are committed to gender equality,
- we will make a deliberate effort to regularly review our organization through the gender equality prism to identify imbalances or gaps and then take remedial actions, where possible,
- we will fight all gender biases, discrimination and harassment, and
- we will organize awareness training to promote gender-neutrality.

In order to achieve the goals and to respect the principles set out in this policy, it is important that employees, managers and directors fully collaborate in the process.

This policy is approved by the Board of Directors.



Purpose and Objectives

This policy represents Itiviti's commitment to take a cohesive and coordinated approach to gender equality and to define an overall framework for transparency, responsibility and accountability, including measurable objectives and minimum expectations and standards.

Our aim is to ensure that our policies, procedures and behaviours promote diversity and inclusion and create an environment where individual differences are valued.

Itiviti is committed to creating a working environment that is fair and flexible. We recognize that diversity in general and gender equality in particular in our workforce contributes to our business success and benefits our employees, customers, shareholders and other stakeholders. In fact, Itiviti believes that encouraging gender equality in the workplace constitutes a competitive advantage and this Policy defines Itiviti's explicit will to fully support and to continue to promote gender equality throughout the organisation.

Through this policy, Itiviti wants to ensure that it:

- Defines and communicates clear commitments and consistent messages within Itiviti and with others,
- Discuss openly any gender equality issues,
- Create awareness programs to enhance gender awareness in decision making, and
- Strengthen efforts to promote gender equality in our organization, at all levels and in every work lifecycle step.

In order to attain success in gender equality, Itiviti strives to take action for gender equality on the five following fronts.

1. Creating behavioural changes through awareness programs to enable genuine access opportunities to all positions, including to leadership role for women and men;
2. Implementing a proactive management strategy of pay and career equity in the organization, by providing equal opportunities and outcomes to women and men;
3. Defining a solid framework of effective gender equality policies, processes and practices, thanks to which rewards are directly linked to employee contributions and performance;
4. Promoting an inclusive culture, that embraces gender equality and individual differences at all stages of the employment cycle allowing to eliminate, or at least limit, all kind of unconscious bias and change mentalities as to how we shall approach gender equality.
5. Defining KPIs around gender equality to ensure that progress is made (EDGE certification example would be a good measure of achieving gender equality goals).



Commitments

Our commitments are founded on the Human Rights framework based on international law and regional standards, in particular the Convention on the Elimination of all forms of Discrimination Against Women (CEDAW), as well as relevant soft laws and the global ambitions set out in the Sustainable Development Goals, which are a collection of 17 global goals set by the United Nations General Assembly in 2015 under Resolution 70/1, Sustainable Development Goal number 5 being gender equality (SDGs).

In order to enact these principles, Itiviti will fulfil the following commitments and ensure that they are monitored, evaluated and reported on as part of Itiviti's goal of transparency and accountability.

Recruitment, Selection & Promotion

Itiviti recognizes the value of recruiting, selecting and promoting employees and our recruitment and selection processes identify candidates with the most suitable knowledge, skills and experience.

As an equal opportunity employer, Itiviti considers essential that gender equality is respected and promoted during the overall recruitment process.

This can be achieved by Human Resources' action, by making sure *inter alia* that the following practices are respected:

- Formulate job descriptions in a gender-neutral language
- Have a process in place to evaluate the job descriptions to ensure they are relevant, include the necessary skills, are non-discriminatory and are gender-neutral
- Try to attract more women into "non-traditional" positions, such as software development through targeted recruitment campaigns and by extending the recruitment process to try and include female candidates;
- Having positions advertised internally and made accessible to all employees and using gender-neutral language in advertisements;
- Constantly reviewing the recruitment process to eliminate bias.

Fair and equal remuneration

Itiviti is committed to paying fair wages to all employees and our role grading and remuneration review processes actively considers gender equity in both grading and remuneration. Itiviti uses salary benchmarking tools to ensure that it remains competitive in terms of employee wages and that it maintains a leadership position in terms of promoting gender equality.

Itiviti strives to provide comparable wages, hours, and benefits (including retirement benefits) for all employees for comparable work. Itiviti reviews its strategies and initiatives regularly to identify any equality gaps and will endeavour to resolve any identified gaps in this regard.



To ensure that all employees are properly and fairly remunerated, Itiviti HR proceeds with annual remuneration reviews for all employees in accordance with remuneration assessment models, which contain all the important information of the remuneration structure, and on which the remuneration is based (fixed and variable component, key performance indicators, criteria for attraction and retention payments, bonuses, and other forms of discretionary pay, etc.).

Career development and performance

At Itiviti, employees are encouraged to apply to open positions so as to promote internal promotion and careers enhancement. All employees are supported to participate in career development conversations.

Available opportunities for promotion and transfer are advertised to all employees to enable them to apply for roles and develop their career path. We encourage and reward excellence, and performance is measured based on agreed goals to promote equity and remove bias.

Talent management and career planning are core practices within the organization and an annual process identifies high performing and high potential individuals across Itiviti.

Talented individuals are identified based on their performance and potential and divisional reviews ensure that talent and succession decisions are equitable, consistent and aligned to diversity and equal opportunity principles across Itiviti.

The talent and succession process is used to identify candidates for leadership development programs and gender diversity is a key consideration during candidate selection.

Women's place in leadership positions

By reference to the Fintech industry, Itiviti is doing well in terms of women representation throughout the organization. But Itiviti wishes to remain a leader in this area also. Itiviti acknowledges that women are still underrepresented at senior or strategical positions. Itiviti shall endeavour to correct this imbalance and promote the most competent persons whilst keeping an open mind when recruiting new talent, and if possible keep looking for talent until a gender balance between candidates is achieved. At Itiviti, we endeavour to consider all men and women at the same level for managerial or other senior positions, and we promote having more female leaders in the company.

Increasing the representation of women at senior levels of management will remain one of Itiviti's strategic priorities on an ongoing basis.

Training and development

Developing and upgrading one's career may require to be trained, in order to enhance skills and/or acquire new ones.

That is why Itiviti promotes employee training and career development by nurturing an openness culture. This benefits Itiviti. In a fast changing world, ensuring that employees are



trained in the latest technologies or developments in their area of work or expertise is essential to maintain a competitive edge.

Itiviti also implements mentoring and/or sponsorship programs or career and leadership development programs. With gender equality in mind, the Human Resources Department shall conduct analysis on the number of women and men accessing training and development programs and the types of programs being accessed.

The need for a training shall be made during annual reviews and all are encouraged to participate.

Flexibility

Itiviti strives to provide an equitable work environment that enables employees to apply for flexible work arrangements, particularly employees with parenting, family, cultural and religious commitments, and Itiviti wants to make sure that flexible work locations, hours, or other arrangements are offered.

To ensure flexibility is implemented equitably, all managers are encouraged to support team members who require flexible working arrangements.

Parental leave

Family is a fundamental value that Itiviti respects in all regards. Thus, it is essential to respect everyone's right to devote time for its family, and no employee should be discriminated against, sidelined or prevented from receiving a promotion or any opportunity because he or she is on parental leave.

Itiviti ensures that employees that take parental leave are not discriminated against in terms of career options, benefits and salary evolution.

Concrete actions and reporting

In accordance with the commitments set out in this Policy, Itiviti hereby undertakes to engage in the following actions.

- Ensure that an annual budget is allocated to attain the goals set out herein;
- Ensure that all our human resources policies and practices are developed and applied with a gender lens;
- Consult employees through surveys to gain insight into potential barriers to diversity and issues and opportunities for further action;
- Include gender equality components in surveys;
- Implement targeted strategies to redress any evidence of gender inequality in gender and diversity balance, opportunities and pay levels;
- Take measures to prevent and respond to all forms of sexual harassment and violence, and sexual exploitation and abuse of vulnerable adults;



- Promote awareness and training in all staff in their rights and responsibilities with regards to fairness, equity and respect for all aspects of diversity, and effective systems for reporting and monitoring;
- Report on gender and diversity balance in staffing and governance structures along with average pay levels.

Responsibilities

Senior Managers, Supervisors and HR Managers must ensure that all Itiviti employees understand and comply with this policy. HR managers are also responsible for robust recruitment, induction and training as per Itiviti's commitments with regard to gender equality, whilst Senior Managers and Supervisors are responsible for performance management to ensure the implementation of this policy.

The Board has responsibility for the initial approval and any amendments made to this policy. The Chief Human Resources Officer shall update and maintain documentation related to this. He or she shall also include in his/her reporting to the Board, gender equality components. The Chief Compliance Officer has responsibility for the implementation of this Policy including its reporting to the Board.

Related Documents

This policy is part of the Itiviti Corporate and Compliance Program, and any further codes or related policies defined by Itiviti, in particular:

- Work Environment Policy, together with its Appendix 1 "Sexual Harassment" and Appendix 2 "Working from Home";
- Whistleblowing Policy;
- Whistleblowing Manual;
- Slavery and Human Trafficking Statement; and
- Corporate Social Responsibility Policy.

Applicability

This policy is applicable to all Itiviti's offices around the world and to the entire Itiviti workforce. Itiviti customers, partners and suppliers are expected to promote gender equality and abide by high ethical standards.

Itiviti shall implement this policy whilst complying with local laws and regulations, the latter prevailing.



Owner

Chief Compliance Officer / Chief Legal Officer.

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By: Legal Department