

the circumstances are taken into account when determining appropriate action.

One can report violations of the Code of Business Ethics by calling Russian Railways' employee hotline for reports on social and HR issues (an integrated information and counselling service) or by emailing [ethics@rzd.ru](mailto:ethics@rzd.ru).

The Company guarantees confidentiality of any report made and anti-retaliation protection. The Company does not consider anonymous reports regarding violations of Russian Railways' Code of Business Ethics.

To promote understanding of the Code of Business Ethics, Russian Railways offers an online training course through its distance learning platform. Over the past year, more than 300,000 employees completed this training.

## Ensuring equal rights for employees

**GRI 3-3, 406-1**

Ensuring equal rights and opportunities for employees is one of the Company's top priorities in HR management.

In its operations, Russian Railways adheres to the principles of the UN Global Compact and the Social Charter of the Russian Business developed by the Russian Union of Industrialists and Entrepreneurs (RSPP).

- The Company strictly complies with the Russian labour and civil laws and builds relations with employees based on mutual respect and commitment.
- The Company encourages and supports the social and cultural diversity of its employees, providing them with equal

opportunities for employment, remuneration and promotion regardless of their differences and beliefs.

In accordance with Russian Railways' Code of Business Ethics, heads of the Company's branches and business units ensure equal rights and opportunities for all persons when they apply for a job or work their way up the career ladder, regardless of their gender, age, race, ethnicity, language, origin, financial and employment status, place of residence, personal and physiological differences.

Russian Railways does not tolerate harassment, insults, threats, or psychological abuse. In the event of human rights violations

or discrimination, employees are entitled to contact the Hotline and make a complaint.

The Company does not discriminate or have restrictions on the employment of disabled people. They are hired based on their health condition and statutory requirements for certain jobs.

When moving up the career ladder, all employees enjoy equal rights and opportunities. Over 20% of the Company's managers are aged under 35.

## Supporting women

As women make up nearly 30% of Russian Railways' employees, improving their working conditions and social security is among our absolute priorities.

In December 2020, Russian Railways approved the Action Plan to improve the conditions of work, leisure, and social support of women in 2021–2025<sup>1</sup>, with the relevant Coordination Council put in charge. The Council holds regular on-site meetings with female employees and organises video conferences with railway coordination councils.

These are effective ways to collect feedback from female employees, discuss issues, develop response measures, and put them into effect.

The Company considers changes in the list of jobs available to women to be an important step towards equal opportunities. Russian Railways offer women an opportunity to work as operators and assistant operators on certain types of traction rolling stock, as well as choose other professions that had traditionally been associated with men – from lorry

driver to overhead lines repair personnel. In the reporting year, 79 women were trained and employed as train drivers and assistant drivers.

In 2023, we carried out an annual survey of working conditions of Russian Railways' female employees. The survey showed that 78.2% of women were satisfied with their employment at the Company, up 1.5% y-o-y.

### 2023 results in improving the conditions of work, leisure, and social support of women

- The Company increased the amount of financial assistance for those taking an annual paid leave to 20% of wages or salary.
- Over 2,000 women were transferred to flexible working hours and remote work.
- Over 1,500 female employees were provided with a "woman's leave"<sup>2</sup>.
- 26 rooms for functional and emotional unwinding were launched.
- Working conditions were improved at 46,800 workplaces.
- Over 2,000 female employees took part in the How To Be Successful and Happy corporate social event for improving the quality of women's lives and expanding their areas of interest and competencies.
- The Company held the 4th Forum to Improve the Conditions of Work, Leisure, and Social Support of Female Employees, with the resulting proposals already being implemented to enhance production processes, achieve corporate targets, and strengthen social policies and internal communications.
- We organised more than 800 schools of women's health across its healthcare network and health support groups for women aged above 40.
- An anonymous hotline was launched to provide advice from psychologists.

<sup>1</sup> Approved on 29 December 2020 (Minutes No. 2019).

<sup>2</sup> One extra unpaid day off per month to which all female employees of the Company are entitled under the Collective Bargaining Agreement.