

HUMAN RESOURCES MANAGEMENT POLICY

The Company is committed to achieving its business objectives through its people and accepts its ethical and corporate social responsibilities and recognises its obligation to conduct its activities in full knowledge of, and in compliance with the requirements of applicable employment legislation and best standard codes of practice.

In our commitment to provide an excellent quality and safe service to our clients we will endeavour to recruit and retain qualified diverse employees, facilitate positive employee relations and train to enhance employee skills and performance.

STATEMENT

Scope

This Policy forms a statement of the principles that guide our daily operations and establishes how we expect management, and employees to act in accordance with the law and applicable company policies, procedures and guidelines.

This Policy does not discriminate at any level and applies equally to all employees whether temporary, permanent, sea going or shore based. The principal objectives of this Policy are to ensure:

- All employees are recruited based on their attitude, skill and competency.
- Induction of new employees is performed with the purpose of welcoming them into the Company, providing essential background information about the Company and/or, vessel and enhancing job effectiveness and commitment.
- The employment relationship shall be based on mutual trust, fairness and equality of opportunity for all.
- All employees shall be trained to carry out their role competently and in compliance with relevant legislation and guidance, and shall be supported to develop to their full potential.
- Preservation of the quality of working and living conditions; on board vessels or onshore during the period of works shall be in accordance with legislative requirements.
- Management philosophies and practices shall promote and encourage motivation and retention of employees.
- The dignity of all employees shall be respected and no employee shall be subjected to discrimination or harassment of any kind.

Responsibility

Company management including Engineers and Supervisors are responsible for ensuring that the standards set forth by this Policy and documented guidelines and procedures are communicated to all employees and that their own conduct sets a good example in this respect.

Continuous Improvement

This Policy is reviewed annually by Management and revised as necessary to reflect changing operational conditions, new technology, government policies and legislation. This Policy was approved by the Managing Partner on 22.05.2020.

