

ZMH HORVAT d.o.o.	POLITIKA SPRJEČAVANJA DISKRIMINACIJE I PROMICANJA RAZNOLIKOSTI	Dokument: POL-IMS-08
--------------------------	---	-----------------------------

ZMH Horvat d.o.o. posluje u skladu s načelima poštenja, jednakosti i jednakih mogućnosti te se obvezuje osigurati radno okruženje bez diskriminacije, uz promicanje raznolikosti, uključenosti i međusobnog poštovanja. Ova politika potvrđuje opredijeljenost tvrtke za stvaranje kulture u kojoj se svaki zaposlenik, kandidat, dobavljač ili partner tretira s dostojanstvom, jednakošću i poštovanjem, bez obzira na osobna obilježja. Politika je usklađena sa: **Ustavom Republike Hrvatske; Zakonom o suzbijanju diskriminacije (NN 85/08, 112/12); Zakonom o radu (NN 93/14, 127/17, 98/19, 151/22); Direktivama Europske unije (2000/78/EC, 2006/54/EC, 2010/41/EU), Eco Vadis metodologijom – Labor & Human Rights pillar**, koja zahtijeva sustavno promicanje jednakih mogućnosti, raznolikosti i socijalne uključenosti. Svrha ove politike je spriječiti bilo kakav oblik diskriminacije u poslovnim procesima i potaknuti inkluzivno radno okruženje koje poštuje različitosti i doprinosi razvoju organizacijske kulture ZMH Horvat d.o.o.

Uprava ZMH Horvat d.o.o. obvezuje se da će:

- 1) Osigurati jednak pristup zapošljavanju, napredovanju, edukaciji i nagrađivanju**, bez diskriminacije po osnovi spola, dobi, nacionalnosti, etničkog podrijetla, vjere, invaliditeta, spolne orijentacije, bračnog statusa, političkog uvjerenja ili bilo kojeg drugog osobnog obilježja.
- 2) Zabraniti svaki oblik uznemiravanja, spolnog uznemiravanja, mobbinga, nepoštenog postupanja ili odmazde**, te osigurati povjerljive mehanizme prijave i istrage takvih slučajeva.
- 3) Uspostaviti jednake mogućnosti za sve zaposlenike**, posebno kroz objektivne kriterije zapošljavanja i procjene rada, transparentne interne natječaje, ravnopravnu zastupljenost spolova u upravljačkim i operativnim strukturama.
- 4) Promicati kulturu raznolikosti i uključenosti**, poticati dijalog, timski rad i međusobno razumijevanje među zaposlenicima različitih profila i iskustava.
- 5) Osigurati pristupačnost radnog mjesta osobama s invaliditetom** te omogućiti razumne prilagodbe radnog okruženja, u skladu s propisima i mogućnostima.
- 6) Provoditi edukacije o raznolikosti, jednakosti i inkluzivnosti** te osigurati da svi zaposlenici razumiju svoja prava i obveze.
- 7) Omogućiti zaposlenicima povjerljive kanale za prijavu diskriminacije** ili kršenja etičkih načela (whistleblowing), bez straha od odmazde, u skladu s internim postupkom **SOP-IMS-04 Upravljanje komunikacijom i prijavama nepravilnosti**.
- 8) Redovito procjenjivati i pratiti učinke politike** kroz KPI-jeve (npr. rodna zastupljenost, broj edukacija, broj prijava nepravilnosti) te rezultate uključivati u godišnju Upravinu ocjenu i EcoVadis izvještavanje. Rezultati provedbe politike i napredak u području raznolikosti objavljuju se u godišnjem IMS izvješću i dostupni su svim zaposlenicima i zainteresiranim stranama.
- 9) Osigurati da dobavljači i partneri poštuju ista načela**, kroz **Supplier Code of Conduct** i ugovorne obveze o zabrani diskriminacije i poštivanju ljudskih prava.

Odgovornosti:

- **Uprava** – odobrava politiku, prati provedbu i osigurava resurse.
- **Voditelj IMS-a** – nadzire provedbu politike, edukaciju i integraciju u sustav upravljanja.
- **Izvršni direktor** – odgovoran za selekcijske procese, evaluaciju zaposlenika i mehanizme prijave.
- **Svi zaposlenici** – obvezni su poštovati načela politike i prijaviti svaku povredu dostojanstva ili diskriminacije.

Politika se primjenjuje na sve zaposlenike, kandidate, dobavljače i poslovne partnere ZMH Horvat d.o.o.. Redovito se revidira najmanje jednom godišnje i po potrebi ažurira zbog promjena zakonodavstva ili organizacijskih promjena. Javno je dostupna i komunicirana svim zaposlenicima i dionicima. Provodi se kroz dokumentirane postupke u okviru Integriranog sustava upravljanja (IMS).

U Konjščini, 08. siječnja 2024.; Direktor: Zoran Horvat

ZMH HORVAT d.o.o.	PREVENTING DISCRIMINATION AND PROMOTING DIVERSITY POLICY	Dokument: POL-IMS-08
--------------------------	---	-----------------------------

ZMH Horvat d.o.o. operates in accordance with the principles of fairness, equality and equal opportunities and is committed to ensuring a work environment free from discrimination, while promoting diversity, inclusion and mutual respect. This policy confirms the company's commitment to creating a culture in which every employee, candidate, supplier or partner is treated with dignity, equality and respect, regardless of personal characteristics. The policy is in line with: **the Constitution of the Republic of Croatia; the Anti-Discrimination Act (NN 85/08, 112/12); the Labour Act (NN 93/14, 127/17, 98/19, 151/22); the European Union Directives (2000/78/EC, 2006/54/EC, 2010/41/EU), the Eco Vadis methodology – Labor & Human Rights pillar**, which requires the systematic promotion of equal opportunities, diversity and social inclusion. The purpose of this policy is to prevent any form of discrimination in business processes and to encourage an inclusive work environment that respects diversity and contributes to the development of the organizational culture of ZMH Horvat d.o.o.

The Management Board of ZMH Horvat d.o.o. is committed to:

- 1) Ensure equal access to employment, promotion, education and remuneration**, without discrimination on the basis of gender, age, nationality, ethnic origin, religion, disability, sexual orientation, marital status, political beliefs or any other personal characteristic.
- 2) Prohibit any form of harassment, sexual harassment, mobbing, unfair treatment or retaliation**, and ensure confidential reporting and investigation mechanisms for such cases.
- 3) Establish equal opportunities for all employees**, in particular through objective employment criteria and performance evaluation, transparent internal competitions, equal gender representation in management and operational structures.
- 4) Promote a culture of diversity and inclusion**, encourage dialogue, teamwork and mutual understanding among employees of different profiles and experiences.
- 5) Ensure accessibility of the workplace for persons with disabilities** and enable reasonable adjustments to the work environment, in accordance with regulations and possibilities.
- 6) Conduct training on diversity, equality and inclusion** and ensure that all employees understand their rights and obligations.
- 7) Provide employees with confidential channels for reporting discrimination** or violations of ethical principles (whistleblowing), without fear of retaliation, in accordance with the internal procedure **SOP-IMS-04 Communication and reporting management**.
- 8) Regularly assess and monitor the effects of the policy** through KPIs (e.g. gender representation, number of trainings, number of reports of irregularities) and include the results in the annual Management Board assessment and EcoVadis reporting. The results of policy implementation and progress in the area of diversity are published in the annual IMS report and are available to all employees and stakeholders.
- 9) Ensure that suppliers and partners respect the same principles**, through the **Supplier Code of Conduct** and contractual obligations on the prohibition of discrimination and respect for human rights.

Responsibilities:

- **Management** – approves the policy, monitors implementation and provides resources.
- **IMS Manager** – oversees the implementation of the policy, training and integration into the management system.
- **Executive Manager** – responsible for selection processes, employee evaluation and reporting mechanisms.
- **All employees** – are obliged to respect the principles of the policy and report any violation of dignity or discrimination.

The policy applies to all employees, candidates, suppliers and business partners of ZMH Horvat d.o.o.. It is regularly reviewed at least once a year and updated as necessary due to changes in legislation or organizational changes. It is publicly available and communicated to all employees and stakeholders. It is implemented through documented procedures within the Integrated Management System (IMS).

In Konjščina, January 8, 2024; Director: Zoran Horvat