

Gender Equality Policy – Contour Design

Introduction

Contour Design recognizes the importance of promoting gender equality in the workplace and in society. We are committed to creating a workplace environment where everyone, regardless of gender identity, is treated with respect and dignity, and given equal opportunities to succeed. As such, we have developed the following Gender Equality Policy, based on the United Nations Guiding Principles on Business and Human Rights (UNGP) and the Organisation for Economic Co-operation and Development (OECD) guidelines.

Statement

Contour Design is committed to promoting gender equality and eliminating discrimination, harassment, and violence in the workplace. We strive to create a workplace culture that values diversity, inclusivity, and equality for all employees, regardless of their gender identity.

Key Principles

Non-discrimination : We are committed to providing equal opportunities for all employees, regardless of gender identity, and to ensuring that no employee is discriminated against on the basis of their gender.

Harassment and Violence Prevention : We have zero tolerance for harassment, bullying, and violence in the workplace. We will take prompt and appropriate action against any employee found engaging in such behavior.

Equal Pay : We ensure that all employees are paid fairly and equally, regardless of their gender identity. We conduct regular reviews to ensure that there is no gender pay gap.

Recruitment and Promotion : We ensure that all recruitment and promotion decisions are made based on merit, skills, and qualifications, without discrimination on the basis of gender.

Flexible Work Arrangements : We provide flexible work arrangements, such as telecommuting, job sharing, and flexible schedules, to enable employees to balance work and family responsibilities.

Parental Leave : We provide parental leave to both mothers and fathers, and ensure that they are treated equally in terms of leave entitlements and job security.

Training and Development : We provide training and development opportunities to all employees, regardless of gender, to enable them to develop their skills and advance their careers.

Implementation

To ensure the effective implementation of this policy, we will:

- Communicate the policy to all employees and stakeholders.
- Provide training to all employees on the policy and their roles and responsibilities in promoting gender equality.
- Monitor and evaluate the policy's effectiveness regularly.
- Investigate and address any reports of discrimination, harassment, or violence in the workplace promptly.
- Conduct regular reviews of pay and promotion practices to ensure that they are fair and equitable.
- Establish a reporting mechanism to enable employees to report any concerns or issues related to gender equality.

Conclusion

Contour Design is committed to creating a workplace environment where everyone, regardless of gender identity, is treated with respect and dignity, and given equal opportunities to succeed. We will work towards achieving this goal by implementing this Gender Equality Policy and ensuring that it is communicated effectively to all employees and stakeholders.