

## 1. PURPOSE AND SCOPE

**Purpose:** This Policy is intended to clarify and elaborate Aras Kargo's equal opportunities, diversity and inclusion principles, which support Aras Kargo's Human Rights Policy, and which is defined pursuant to the Universal Declaration of Human Rights, the ILO Declaration on Fundamental Principles and Rights at Work as well as the United Nations Global Compact, to which Aras Kargo is a signatory as of September 13, 2021 and with which Aras Kargo made a commitment to comply; and to set out the approaches to providing a working environment in this regard.

**Scope:** This Policy, which constitutes an integral part of Aras Kargo's Code of Conduct and Ethics, applies to Aras Kargo Yurt İçi Yurt Dışı Taşımacılık A.Ş. ("**Aras Kargo**") and all of its affiliates over which it has control ("**Affiliates**") and all of its and sub-employer's personnel, directors, officers, agency employees and/ or representatives ("**Employees**"), advisors/consultants, service/product suppliers, contracted lawyers, and any representatives act in the name and on behalf of Aras Kargo. Aras Kargo and Affiliates and its business partners are expected to comply with this Policy.

## 2. GENERAL PRINCIPLES

Aras Kargo undertakes to carry out its operations pursuant to the United Nations Women's Empowerment Principles and the United Nations Global Compact, which is the world's largest corporate sustainability initiative, and to which Aras Kargo is a signatory, in order to develop all its activities in accordance with ethical values and corporate responsibility whilst pursuing its objectives, and to procure a positive and safe working environment, which is in conformity with the Ten Principles of the United Nations Global Compact, for its Employees, in every respect, in order to materialize the purpose of this Policy.

Aras Kargo embraces the principle of Equal Opportunities, Diversity and Inclusion, and devises its practices in all geographies in which it operates, in a manner to ensure equal opportunities to all of its Employees, to promote and amplify diversity, to sustain – with the inclusion policies – any and all differences as cultural richness, and encourages all of its Employees and other stakeholders to adopt these principles.

### i. **We Offer Equal Opportunities**

Aras Kargo aims to maintain a working environment which is free and clear of any form of discrimination, in accordance with the principle of "equality" that is one of the central pillars of our work culture under article 5 of the Labour Code No. 4857 with the title of "Principle of Equal Treatment", and to ensure that all Employees feel valuable and equal.

Aras Kargo listens to the opinions and expectations of all Employees in terms of gender equality and aspires to identify the areas for improvement.

The ratio of women executives in the senior management of Aras Kargo is 25%, and the preservation and if possible, the raising of this percentage, the planning and adopting of contributing/promoting actions therefor constitute one of our primary objectives.

With the awareness that the ensuring of equal opportunities in every field and aspect would boost Employee's commitment to Aras Kargo, Aras Kargo aims at providing all necessary support for equalizing the Employee's education and development opportunities.

Aras Kargo encourages all of its Employees to develop their knowledge and skills during their employment. In the recruitment and onboarding, promotion, rotation and rewarding processes, Aras Kargo's procedures and the legal regulations are followed.

With the right strategies and communication channels suitable for such strategies, Aras Kargo reaches out, in its staffing, to an audience who adopt Aras Kargo's values, who have a high level of educational background, who are open to novelties and changes, who are entrepreneurial, dynamic, results-oriented, and who aim to develop themselves and their jobs. Aras Kargo attaches importance to employee and candidate selection experience based on the principle of "Equal Opportunities" in its recruitment and onboarding, promotion, rotation and rewarding processes.

## **ii. We Embrace an Inclusive Corporate Culture**

Aras Kargo is adamant to improve, support and protect a culture of diversity and inclusion.

We embrace the differences in age, colour, disability, ethnic origin, family or marital status, gender identity or expression, language, national origin, physical and cognitive skills, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status and other characteristics which make our Employees unique.

Aras Kargo undertakes to create a culture where all of our Employees may fully contribute with their potential, regardless of other identity-related issues, and where diversity is embraced as a cultural richness. Additionally, we do not see disabilities as a hindrance. We provide the necessary physical means to enable our disabled Employees to work efficiently, and we make life easier for all of us.

All of our Employees are responsible for treating others with dignity and respect at all times. All of our Employees are expected to display inclusive behaviours during work, in and outside the workplace as well as all other events which are sponsored or participated by Aras Kargo. In addition, all Employees are required to attend diversity awareness trainings and seminars which are offered to enhance their knowledge in order to enable them to fulfill such responsibility.

We regard diversity and inclusion as a door opening to development and change, and we also expect our suppliers and business partners to observe the principles and practices on this matter. Within this scope, Aras Kargo:

- does not condone or allow discriminatory conduct within the Company in cases such as age, gender, race, religion, language, ethnic origin, sexual orientation, belief, marital status, parenthood, social or economic status, physical characteristics, disability, political opinion, trade-union affiliation or membership, pregnancy or military service;
- makes selections solely according to the necessary qualifications for the position and the requirements of the job, in the recruitment processes;

- aims to include women in business life and contribute to their development, in accordance with the compliance policies under the Ten Principles of the UN Global Compact;
- applies the rules and opportunities in human-oriented processes such as performance management and promotions, equally to all Employees and candidates;
- determines the remuneration policy in line with the risks and responsibilities assumed at each level;
- conducts studies in subjects of the correct career planning and personal development by considering the Employee's capabilities, supports and encourages their education and development; and
- carries out its works in accordance with the principle of equal opportunities by paying attention to not only our Employees but also all parties affected by our activities and decisions.

### **iii. We Observe Gender Balance**

Aras Kargo is a signatory to the United Nations "Women's Empowerment Principles" and has committed to embrace these principles in its business processes and carry out activities in the light of the United Nations Women's Empowerment Principles Implementation Guide.

The 7 Principles of Women's Empowerment Subtitled "Equality Means Business" are as follows:

- i. Establish high-level corporate leadership for gender equality;
- ii. Treat all women and men fairly at work;
- iii. Ensure the health, safety and well-being of all women and men workers;
- iv. Promote education, training and professional development for women;
- v. Implement enterprise development that empower women;
- vi. Promote equality through community initiatives and advocacy;
- vii. Measure and publicly report on progress to achieve gender equality.

In this regard, Aras Kargo:

- supports and oversees the participation of women in leadership positions and their development;
- sets targets with the objective of increasing the employment of women as well as action plans to reach such targets;
- carries out programs raising awareness within the company with seminars, training programs, webinars, gamified scenarios in subjects such as gender discrimination in language, gender balance, gender-based cultural themes and unconscious biases, daily habits involving discrimination etc.; and
- presents additional rights which shall support the pregnancy, maternity leave, postpartum leave, breast-feeding leave, child care leave for women, with the objective to support and encourage the employment of women, and offers equal opportunities.

### **3. POWERS AND RESPONSIBILITIES**

Aras Kargo undertakes, with this Policy, that it shall not disregard any active or passive conduct resulting in the breach of this Policy; that it shall encourage those who experience or witness such conduct to report them without any hesitation

or fear; that it shall spare efforts to raise awareness and to prevent such incidents within the scope of this Policy; and that it is ready and adamant to operate all support mechanisms when such allegations or applications are at issue.

Any and all alleged violations of this Policy shall be investigated in the strictest confidentiality and solemnly, according to the procedures laid down by Aras Kargo, and the disciplinary processes shall be conducted accordingly. If any violation of this Policy is detected, the agreements of any business partner or supplier shall be terminated.

In case of any discrepancy between the legislation and the practice defined in this Policy, the more stringent provisions in the legislation or the Policy, to the extent that the practice concerned is not contrary to the legislation, shall prevail.

If you become aware of any conduct which you consider to be contrary to this Policy, applicable laws or Aras Kargo's Code of Conduct and Ethics, please make a reporting via the Aras Kargo's Ethics Reporting Communication Channels as provided below.

All alleged violations of this Policy shall be handled and investigated thoroughly and as confidential. In addition, the individuals reporting any alleged violation of this Policy shall be kept anonymous, unless otherwise requested, without prejudice to legal obligations and the relevant regulations in Aras Kargo's internal policies.

**Aras Kargo Ethics Reporting Communication Channels:**

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**4. DOCUMENTS**

**PR.DNT-01:** Code of Conduct and Ethics