



TuneX LLC

7 Kruhouniversytetska St, Office #31
Kyiv, Ukraine 01024

Dear valued partners and customers,

As a company committed to upholding fundamental human rights, we at TuneX LLC recognize the importance of promoting gender equality in all areas of our business. We understand that gender inequality is a pervasive issue across the globe, and we are committed to doing our part to address this critical issue.

We are pleased to share our company's formal Gender Equality Policy Document, which outlines our commitment to promoting gender equality across all levels of our organization. We firmly believe that gender equality is not only a moral imperative, but it is also a critical driver of business success.

Our commitment to gender equality is grounded in the following key principles:

- 1. Dedicated resources and gender expertise:** We allocate resources to ensure that gender equality is fully integrated into all aspects of our organization. This includes hiring experts in gender equality to guide our efforts, implementing policies and sharing practices that promote gender equality.
- 2. Awareness raising and training:** We provide awareness raising and training on gender equality to all employees, including decision-makers, to ensure that everyone understands the importance of gender equality and is equipped with the knowledge and tools necessary to promote gender equality in their work.
- 3. Work-life balance:** We strive to create a workplace culture that supports work-life balance for all employees, regardless of gender. This includes offering flexible work arrangements, such as telecommuting and job sharing, and providing adequate parental leave to support working parents.
- 4. Gender balance in leadership and decision-making:** We work to ensure that our leadership and decision-making structures are gender balanced. This includes active recruiting, promotion to leadership positions, and ensuring equal representation in decision-making processes across all levels of the organization.



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5. Prevention of gender-based violence and sexual harassment: We take a preventative approach to addressing gender-based violence and sexual harassment by implementing educational processes and providing resources for employees. This includes training employees on what constitutes sexual harassment and gender-based violence, as well as how to report incidents and access support.

We are committed to ensuring that gender equality is a key priority in all areas of our business, including:

- **Recruitment and hiring:** We ensure that our recruitment and hiring practices are free from bias and promote gender equality.
- **Pay and benefits:** We ensure that our pay and benefits policies are fair and equitable for all employees, regardless of gender.
- **Career development and advancement:** We ensure that all employees have equal opportunities for career development and advancement, regardless of gender.
- **Workplace culture:** We foster a workplace culture that is inclusive and respectful of all employees, regardless of gender.

As we move forward with our commitment to gender equality, we recognize that this is an ongoing journey that will require ongoing effort and dedication. We are committed to working together with our partners and stakeholders to create a world that is truly equitable and inclusive for all.

Thank you for your continued support in this important endeavor.

Sincerely,

Kateryna Tun
Co-founder & Director of TuneX LLC

Kateryna Tun

Liudmyla Vodolazka
Co-founder of TuneX LLC

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