

Occupational Health and Safety policy

Introduction

O1 Properties (hereinafter "O1 Properties", "the Company") believes that the application of most rigorous Health and Safety standards ensures the successful management of properties where people work. We recognize the importance of providing a safe environment for the benefit of all users of the office centers we manage, including our employees, occupiers and their customers, contractors, suppliers and visitors.

We are fully committed to making our business and our buildings safe places to work and visit. By adopting the Occupational Health and Safety policy (hereinafter "the Policy") we guarantee that O1 Properties' policies and procedures are compliant with all the relevant Health and Safety regulations of its markets of presence. We also guarantee that our Health and Safety standards are consistently and thoroughly integrated into all business processes.

The Policy sets out the commitment and the requirements of O1 Properties with regards to the Health and Safety management of buildings.

Occupational health and safety standards

Our employees are our most important asset. We also acknowledge that in doing our business we carry out works with the engagement of contractors. We hence strive to create a healthy and safe working environment for everyone involved in the business activities that are essential for operational excellence and growth.

O1 Properties acknowledges its legal responsibility to maintain high Health and Safety standards at the workplace. Company's Health and Safety standards adopt principles as set forth in international documents and national legal acts, among which:

- International Covenant on Economic, Social and Cultural Rights;
- European Social Charter;
- Constitution of the Russian Federation;
- Labor Code of the Russian Federation;
- Russian Federal Law No. 69-FZ "On Fire Safety" ;
- Russian Federal Law No. 123-FZ "Technical Regulation of Fire Safety Requirements";
- Russian Federal Law No. 323-FZ "On the Fundamentals of Public Health Protection in the Russian Federation";
- Russian Federal Law No. 426-FZ "On the Special Assessment of the Working Conditions»;
- Russian Federal Law No. 52-FZ "On Public Sanitary and Epidemiologic Well-being".

Company has introduced a Regulation on Occupational Health and Safety Management System, which serves as the foundation for incorporating Health and Safety principles into business processes. The document contains a detailed description of the system, encompassing its structural elements and procedures, and outlines the duties and responsibilities of the Company and its employees with regard to workplace safety.

Copies of the Regulation and other internal health and safety documents specified in the Regulation are made available to all employees on the Company's internal website.

Under O1 Properties' Code of Conduct, all employees are required to comply with all relevant legislation as well as corporate Health and Safety regulations. All employees should take reasonable care to prevent injuries to themselves and fellow employees, and are obliged to report violations of occupational safety rules.

Health and Safety Priorities

We aim to minimize and eliminate health and safety risks by addressing them promptly and in full, rather than reacting after the incident.

In doing so, we prioritize:

- compliance with all applicable legislation, regulations and standards on Health and Safety;
- maintenance of safe environments at our buildings that do not pose any risk to health;
- provision of quality information and the appropriate training and instructions to employees, workers and contractors;
- proper recording and investigation of occupational incidents;
- encouragement of open communication and co-operation;
- regular reviews and continuous improvement of health and safety performance and policies.

Policy Implementation & Monitoring

O1 Properties recognizes the importance of proactivity in managing the Occupational Health and Safety system, and thus allocates appropriate resources and expertise to ensuring an effective response to the issues that arise.

The Policy applies to all business activities we conduct as an employer and as the owner and manager of office centers.

The Company commits to communicating the Occupational Health & Safety Policy to all employees and other parties involved in its business activities. The Policy is to be made available to general public on the company's website.

The Human Resources department will be responsible for the implementation and application of the Policy.



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