

Translation from Lithuanian language

APPROVED

by the order of

Director General of State Enterprise Ignalina
Nuclear Power Plant

No. JsTa-85 dated 13 March 2020

**POLICY OF THE STATE ENTERPRISE
IGNALINA NUCLEAR POWER PLANT
IN THE FIELD OF HUMAN RESOURCES MANAGEMENT**

The policy of the State Enterprise Ignalina Nuclear Power Plant (hereinafter – enterprise, INPP) in the field of the human resources management has been developed following the requirements of Nuclear safety requirements BSR-1.4.3-2017 “Managing Human Resources in the field of nuclear energy”, approved by the order of the Head of the State Nuclear Power Safety Inspectorate, No. 22.3-160 dated 20 September 2017; Nuclear safety requirements BSR-1.4.1-2016 “Management system”, approved by the order of the Head of the State Nuclear Power Safety Inspectorate, No. 22.3-56 dated 21 June 2010 (updated version approved by the order of the Head of the State Nuclear Power Safety Inspectorate, No. 22.3-13 dated 29 January 2016); Management system manual of the State Enterprise Ignalina Nuclear Power Plant, DVSta-0108-4; Activity strategy of the State Enterprise Ignalina Nuclear Power Plant, DVSta-0102-1, and replaces the policy of the State Enterprise Ignalina Nuclear Power Plant in the field of the human resources management, DVSta-0108-2V2.

The aim of this policy is to define the main principles and directions will be followed in the field of human resources management in implementing the aims set out in the activity strategy of the enterprise, as well as complying with the state's expectations set out in the letter agreed by the order of the Minister of Energy of the Republic of Lithuania “On the state's expectations related to the operation of the State Enterprise Ignalina Nuclear Power Plant”, No. 1-80 of 27 March 2019.

To ensure efficient human resources management and being assured that the human resources management process should provide a sufficient number of qualified and motivated employees for the safe and effective decommissioning of the nuclear power plant and radioactive waste management, as well as that the system of training and qualification of employees should provide the necessary personnel in the fields of nuclear safety, radiation safety, fire safety, physical

protection, occupational safety, emergency preparedness and accidents management, the enterprise management adheres to the following principles and aims to:

- Involve and support employees with the necessary competence to implement the aims of the enterprise with the timely ensuring of the necessities of the enterprise.
- Develop professional skills of employees, create and support an effective internal career with the provision of opportunities for the continuous rising of qualification level and (or) re-qualify for a new position.
- Ensure the optimal requirement in human resources necessary to achieve the aims of the enterprise, which would be based on the volume of work, positions busyness and objective analysis and systematic assessment of competencies concerning an experienced and recently employed employee.
- Transparently manage the employees' wages and to use the funds intended for improving the system of wages of the enterprise's employees optimally, motivating the enterprise's employees to achieve the aims set by the activity strategy of the enterprise, as well as ensuring the correct and logical structure of positions levels.
- Strengthen employees' confidence in their competence and personal perspectives, change their views on the possibilities of involvement in the creation of the strategic importance of the enterprise while improving the process of activity evaluation and development of activity evaluation culture.
- Increase the employees' involvement and empower them by applying financial and (or) non-financial means of motivation, motivating and supporting the employees' initiative, creating attractive working conditions and implementing a new INPP organizational culture.
- Provide training, qualification, competence development for INPP personnel with applying a systematic approach to training methodology.
- Develop the experience in decommissioning, transfer the knowledge possessed by the personnel defined as critical for the enterprise activity and important for the safety, and to ensure the continuity of the personnel.
- Cooperate with educational institutions of all levels and create opportunities for students to have practical training at the enterprise to involve potential young specialists.
- Apply and promote the principles of the safety culture in the field of human resource management.
- Share responsibility with the representatives of the enterprise employees in developing organizational culture and achieving the results during the activity of the enterprise.

The enterprise management should ensure that this policy is transparent, clear and accessible to all employees of the enterprise.

This policy focuses on the long-term aims of the enterprise and shall be evaluated annually during the management system evaluation.

The policy of INPP in the field of the human resources management should be changed or cancelled by the order of the INPP Director General.

AGREED BY

VATESI Letter, No. (15.1-33)22.1-178 dated 10-03-2020

Developed by
Head of Personnel Division
(*signature*)

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