

**DVS**  
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APPROVED  
by the Order of the Director General  
of the State Enterprise  
Ignalina Nuclear Power Plant,  
No ĮsTa-222 of 31 October 2018

**DESCRIPTION OF THE MEASURES FOR IMPLEMENTATION  
OF THE EQUAL OPPORTUNITIES POLICY PRINCIPLES  
AT THE SE IGNALINA NPP AND SUPERVISION  
OF THEIR IMPLEMENTATION**

**CHAPTER I  
GENERAL PROVISIONS**

1. The description (hereinafter – the Description) of the measures for implementation of the equal opportunities policy principles at the State Enterprise Ignalina Nuclear Power Plant (hereinafter – the Enterprise) and supervision of their implementation shall establish the measures for implementation of the equal opportunities policy principles at the Enterprise and the procedure for supervision of implementation of these measures.

2. The Description was prepared in accordance with the Labour Code of the Republic of Lithuania (hereinafter – the Labour Code), the Law of the Republic of Lithuania on Equal Opportunities, the Law of the Republic of Lithuania on Equal Opportunities between Women and Men.

3. The objective of the Description is to ensure equal position of all employees of the Enterprise and persons applying for employment (hereinafter collectively – the employees) both before and after the conclusion of the employment contract, irrespective of gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence.

4. The Description is an internal legal act of the Enterprise that is obligatory for all employees. This Description is publicly available on the Enterprise's internet site.

**CHAPTER II  
DEFINITIONS**

5. **Discrimination** – direct and indirect discrimination, harassment, instruction to discriminate on the basis of gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence.

6. **Equal opportunities** – the implementation of human rights enshrined in international documents on human and civil rights as well as laws of the Republic of Lithuania irrespective of gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence.

7. **Indirect discrimination** – any act or omission, legal provision or assessment criterion, apparently neutral provision or practice that formally are the same but their implementation or application results or would result in de facto restrictions on the exercise of rights or extensions of privileges, preferences or advantages on grounds of gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence, unless that act or omission, legal provision or assessment criterion, provision or practice is justified by a legitimate aim and the means of achieving that aim are appropriate and necessary.

8. **Harassment** – an unwanted conduct related to the gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence, which is intended to or does offend the dignity of the person, and which is intended to or does create an intimidating, hostile, humiliating or offensive environment.

9. **Sexual harassment** – an unwanted abusive verbal, written or physical conduct of a sexual nature with a person, with the purpose or effect of violating the dignity of the person, in particular when an intimidating, hostile, humiliating or offensive environment is created.

10. **Social status** – education, qualification or learning acquired by a natural person or studies at the institutions belonging to the system of science and studies, property, income received, the need for state support established by legal acts and/or other factors related to the financial/economic situation of the person.

11. **Direct discrimination** – treating a person less favourably than another person is, has been or would be treated in similar circumstances because of that person's gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence, except:

11.1. statutory protection of women during pregnancy, childbirth, and breastfeeding,

11.2. statutory restrictions on ground of age where it is justified by a legitimate aim and the means of achieving that aim are appropriate and necessary,

11.3. statutory requirement to know the state language,

11.4. prohibition to participate in political activities in statutory cases,

11.5. different statutory rights applied on the basis of citizenship,

11.6. statutory special measures in the area of occupational safety and health care, employment, labour market with the view of creating and applying conditions and opportunities guaranteeing and promoting integration into the working environment,

11.7. where, by reason of the nature of the particular occupational activities concerned or the conditions under which they are carried out, a particular human characteristic constitutes an essential and determining occupational requirement, provided that the aim is legitimate, and the requirement is proportionate,

11.8. where the legal regulation of restrictions, special requirements or certain conditions relating to the social status of a person is justified by a legitimate aim and the means of achieving that aim are appropriate and necessary.

### **CHAPTER III BASIC PRINCIPLES OF THE EQUAL OPPORTUNITIES POLICY**

12. There is no tolerance at the Enterprise for any form of direct and indirect discrimination, as well as the instruction to discriminate on the basis of gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence. There is also no tolerance at the Enterprise for any form of harassment, humiliation, psychological violence, bullying, or abuse of a position.

13. All employees are given equal opportunities during their work. Recruitment and recruitment process are determined only on the basis of the person's professional qualities and criteria related to the work in the relevant position. In all cases, the main focus is on the ability to do the job well.

14. The Enterprise organises its work in such a way that all groups of the society are represented in its staff, and that each employee feels respected and can make full use of skills. By organising its activities, the Enterprise creates such an environment in which the individual differences of all its employees and their contributions are recognised and valued. Every employee has the right to work in an environment that promotes respect for the dignity of every person.

15. All employees of the Enterprise are provided with opportunities to learn, develop their skills, and achieve professional progress. The Enterprise organises its activities in such a way that all employees, taking into account the functions and specifics of their work, are guaranteed equal working conditions, opportunities to improve their qualifications, seek professional training, re-qualification, gain practical work experience, as well as receive benefits.

16. The Enterprise shall, in accordance with the available possibilities and available financial resources, take measures to enable persons with disabilities to apply for vacant positions at the Enterprise, as well as to work, pursue a career or study.

#### **CHAPTER IV EMPLOYMENT AND DISMISSAL OF EMPLOYEES**

17. Employment shall be carried out in accordance with public and previously known criteria, taking into account the candidate's skills, competence, qualifications, knowledge and experience. At the time of selection, only the most suitable employees must be considered for the relevant position.

18. The selection process for new employees is carried out systematically for all job offers at all levels. The selection criteria for all workplaces are clearly defined and described in detail.

19. The Enterprise's job advertisements shall be published on the Enterprise's internet site, specialised internet portals and other information channels of the Enterprise. Advertisements for vacant job positions shall be drawn up in such a way that they do not give the opportunity to compete for the vacant job position only to candidates of a particular gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence.

20. The selection of new employees of the Enterprise is based on vacant job positions, suitability, and skills to perform the work, and the information received from candidates will be related only to qualification necessary according to the requirements for the workplace. It is prohibited to require information from the candidate that is not related to its state of health, qualification or other circumstances that are not related to the direct performance of the work function. The employees of the Enterprise participating in the interview cannot ask any questions about the candidate's gender, age, sexual orientation, gender identity, social status, existing disability, race or ethnic origin, faith, convictions or views, membership in a political party or association, the candidate's role in the home or family, intention to have a child (children), appearance, unless this is directly related to the proper performance of work functions or to the application of the guarantees provided for in the Labour Code to the employee.

21. Candidates with disabilities, who indicate this when applying for a vacant job position, to the extent that the Enterprise's possibilities allow, will be provided with appropriate conditions during conversations, in order to provide such candidates with equal opportunities with other candidates.

22. The criteria have been approved at the Enterprise for dismissal of employees, which are related exclusively to the employee's qualification, performance of work duties and other circumstances or imperatively established protection, which is laid down in the Labor Code. When deciding on the dismissal of an employee, the dismissal criteria shall be applied equally to all employees and shall only take into account the circumstances related to the qualification of the employee, performance of work duties, professional achievements or personal work results, unless it is directly related to the application of the guarantees provided for in the Labour Code to the employee.

## **CHAPTER V SALARY DETERMINATION AND CAREER DEVELOPMENT**

23. The Enterprise shall provide equal working conditions for all employees, taking into account the functions, specifics and applicable legal acts of the work performed by the employees, as far as possible, as well as equal opportunities to improve qualification, seek professional development, re-qualification, gain work experience.

24. The salaries of individual employees of the Enterprise shall be determined exclusively on the basis of objective criteria relating to the employee's qualification, the employee's level of responsibility, type of the work performed, the results achieved, the experience acquired, and other objective criteria specified in the legal acts regulating salaries in the Enterprise and the promotion of employees.

25. All employees shall be paid the same remuneration for the same or equivalent work at the Enterprise, irrespective of the employee's gender, race, nationality, language, origin, social status, faith, convictions or views, age, sexual orientation, gender identity, disability, ethnic origin, religion, membership in a political party or association, intention to have a child (children), appearance, place of residence.

26. The same work means the performance of a work activity which, according to objective criteria, is identical or similar to other work activities to such an extent that both employees can be exchanged without higher cost to the Enterprise. Equivalent work means that it is, according to objective criteria, no less qualified and no less significant for the Enterprise in achieving its operational objectives than other comparable work.

27. All employee promotion measures (supplements, bonuses, etc.) and the benefits granted to employees (additional leave, reduced working hours, etc.) are applied in accordance with clear, public and employee-aware criteria established in the legal acts of the Enterprise.

28. All employee promotion opportunities are exclusively related to an individual's skills, competence, qualification, quality of work performed, personal achievements and experience in the professional field, available knowledge and the Enterprise's possibility to provide a higher-level position.

29. Assessments of the employees' work results are carried out solely on the basis of criteria related to the employee's qualification and performance of job functions and applying the principles of equal opportunities.

## **CHAPTER VI PROTECTION OF EMPLOYEES**

30. The Enterprise shall take measures to ensure that an employee is not subjected to harassment, sexual harassment, and instructions to discriminate at the workplace, and is not persecuted and is protected from hostile conduct or adverse consequences if it submits a complaint against discrimination or participates in a discrimination case.

31. All employees of the Enterprise and candidates to the vacant job positions who consider that their equal opportunities are being violated or they are being discriminated against shall have the right to apply to the head of their division or the head of the Personnel Division, indicating the person who is allegedly violating the rights of the employee or discriminating against him. Upon receipt of a complaint, the head of the structural division or the head of the Personnel Division shall immediately take measures to stop the violation of the employees' rights and shall forward the complaint to the Labour Violations Investigation Commission. The confidentiality of the complaint must be ensured, and the information cannot be made public to persons who are not involved in an alleged infringement or its investigation.

32. This Description shall not limit the right of employees, as provided for by law, to make a complaint directly to the Office of the Equal Opportunities Ombudsperson or other competent authorities. In all cases, the Enterprise undertakes to cooperate and provide all necessary information to the investigating authority.

33. Any persecution or hostile conduct against an employee or a candidate for a vacant job position who has made a complaint about discrimination or violation of other equal opportunities thereof is prohibited and is considered a violation of the employment duties for which the liability provided for in the Labour Code may be applied.

34. If it becomes clear that a complaint or a notice of violation of equal opportunities was submitted in order to damage the reputation of another employee, humiliate or for other purposes, such conduct is considered a violation of ethics and work duties, which causes the employee to be liable in accordance with the procedure laid down in the internal and other legal acts of the Enterprise.

**CHAPTER VII**  
**FINAL PROVISIONS**

35. Existing employees shall be acquainted with this Description in accordance with the procedure established at the Enterprise, and new hired employees – by signature, and must comply with the obligations established therein and follow the principles set out in this Description when performing their work functions.

36. The Description shall be reviewed and, if necessary, updated following changes in the imperative legal acts governing this policy area.

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Prepared by  
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E. B., 1, 2023-12-20

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