


Policy for the prevention and elimination of violence and harassment



Zepos & Yannopoulos Law Firm pursues the establishment of a working environment where the respect of human dignity of all our employees, persons who provide their services, persons in training, or anyone connected by any other means with our company, is prevailing. We can show respect in our everyday life by adopting, among others, a polite and decent behaviour, which has as a result the promotion and assurance of the right of all of us to be in a workplace free of phenomena of violence and harassment of any nature. Our company gives high priority to the prevention and elimination of violence and harassment at work, including gender-based violence and harassment, as well as sexual harassment, by demonstrating zero tolerance to such behaviours.

What constitutes violence and harassment at work?

The term “violence and harassment” refers to types of behaviour, actions, practices, or threats thereof, that aim at, result in, or are likely to result in physical, psychological, sexual or economic harm, either as a single or as repeated occurrence.

The term “harassment” refers to types of behaviour that aim at or result in the violation of a person’s dignity and the creation of an intimidating, hostile, humiliating, degrading or aggressive environment and also include the harassment due to gender or other discriminatory reasons.

The term “gender-based harassment” refers to types of behaviour that relate to a person’s gender and aim at or result in the violation of such person’s dignity and the creation of an intimidating, hostile, humiliating, degrading or aggressive environment. Said types of behaviour include also the sexual harassment, as well as types of behaviour related to a person’s sexual orientation, expression, identity or gender characteristics.

Violence and harassment may take place in the wider work place (e.g. offices, areas of common use, places intended for break etc.), during commuting to and from work, travels, training, events/social activities related to work, as well as during remote communication via information and communication technologies (e.g. e-mails, teleconferences, phone calls etc.).

What are the measures adopted by the company to prevent and combat violence and harassment?

The company declares its zero tolerance to any type of violence and harassment at work, including gender-based violence and harassment, as well as sexual harassment. It is a responsibility of all of us to realise the importance of a dignified behaviour towards the others in the workplace and to show respect to anyone’s personality. Therefore, all persons who work for or cooperate with the company are fully aware of the content of this policy, which will remain accessible to them throughout their employment or cooperation with the company. Additionally, the company regularly undertakes actions for our information and awareness, so that we assure full understanding, acceptance and smooth implementation of this policy, as well as of the rights and obligations of all of us. Furthermore, we encourage all persons who work for or cooperate with the company to report any incidents that constitute (or possibly constitute) violence or harassment of which they may be aware, in order for such incidents to be further investigated by the company.

Have you suffered violence or harassment at work?

The company follows a fair, objective and discreet process for all involving parties, dealing promptly with any complaints for violence and harassment in the workplace. The process of dealing with complaints is activated upon submission of a relevant report, aiming at a thorough investigation of the case and the adoption of the appropriate remedies. To this end, we designate Ms

Argyro Michopoulou, Head of HR Department, and Ms Rania Papakonstantinou, Partner and Head of Employment & Labour Practice, as persons in charge to whom any violence and harassment incident in our workplace may be reported. The company examines all relevant reports with impartiality and respect of both the victims and the reported persons' confidentiality and personal data, and undertakes appropriate remedies, aiming at the protection of the personality of the complainant, the assurance of non-reiteration of similar violations and the provision of remedy to the victim, as long as it is deemed necessary. Said measures may vary depending on the type and the importance of the complaint and include indicatively the recommendation for compliance, the change of position, working hours, place or method of provision of work or the termination of the employment or cooperation. The company encourages you to provide all such information you feel comfortable to share and ensures that all parties involved will be treated with equal confidentiality, dignity and impartiality. We demonstrate zero tolerance and explicitly prohibit actions or threats of victimisation or retaliation against anyone who reports in good faith a violation; even if the investigation comes to a conclusion that there was no violation of this policy. The company protects equally both the parties involved and the persons participating in such investigation or in the resolution of such incident (e.g. witnesses), preventing the victimisation thereof. Finally, the company undertakes to provide respective support to employees who have suffered domestic violence, by taking any appropriate measure, while in any case it will cooperate with the competent authorities, upon request.

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Z E P O S  Y A N N O P O U L O S

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