

EMPLOYMENT POLICY STATEMENT

It is the policy of Gabon Wood Industries (*GWI*) to comply fully with all applicable laws that relate to employment; not to discriminate against any applicant for employment, or any employee because of age, colour, sex, disability, nationality, race or religion.

GWI will take affirmative action to ensure that the this Policy is implemented, with particular regard to: advertising, application procedures, compensation, demotion, employment, fringe benefits, job assignment, job classification, layoff, leave, promotion, recruitment, rehire, social activities, training, termination, transfer, upgrade, and working conditions.

GWI will continue to make it understood by the employment entities with which it deals, and in employment opportunity announcements that the foregoing is company policy and all employment decisions are based on individual merit only.

With equal qualifications, *GWI* will give priority to employees from the region in which it is located. It only employs workers from other regions or even other countries when competent personnel are not available locally.

It is the policy of *GWI* to ensure and maintain a working environment free of coercion, harassment, and intimidation at all job sites, and in all facilities at which employees are assigned to work. Any violation of the policy should be immediately reported to your supervisor or the HR manager.

LIBREVILLE,

City, Date

8/11/2022

GABON WOOD INDUSTRIES S.A.
NORMAN CHNG

