

BİM BİRLEŞİK MAĞAZALAR A.Ş

HUMAN RESOURCES POLICY

PURPOSE and SCOPE

The purpose of the policy is to define BİM's (BİM Birleşik Mağazalar A.Ş) core values and principles of quality people in accordance with BİM's vision, strategy, culture and values. This policy includes all of BİM's employees and all the talented candidates who might have a future career at BİM.

TARGET

BİM employees and executives have strategic importance in achieving company's targets. In order to provide safe service to healthy generations, BİM attaches importance to keeping its employees' goals at the highest level, with an approach that puts the development of its employees at the center of Human Resources, and shares these goals with its employees. "BİM, with the vision of being the most preferred employer in its sector, continues its target of human resources processes and practices that are owned and touched by people."

OUR CULTURE

Our main qualities that have been adopted by BİM employees over the years and have become company culture are as follows:

We are honest, reliable, understanding and fair.

We avoid excessive behaviours that will disturb our customers.

We work with pleasure in cooperation, trust and respect.

We learn from mistakes.

We have the courage to make decisions.

We are open to good service and learning.

We make suggestions to reach the targets.

We establish easy relations with people and we love people.

We share duties, authorities and responsibilities.

We appreciate and support achievements.

We do not make personal and hurtful criticism.

Our most important task is to make our employees successful.

RECRUITMENT MANAGEMENT

BİM, within the framework of its organizational goals; evaluates the staff and workforce needs in an objective way based on knowledge, skills and experience criteria. BİM Personnel Regulation includes the working conditions, rights, duties and responsibilities of the employees, employee policies and principles and disciplinary provisions, and each employee is informed in writing and verbally on this subject.

Candidates who wish to work at bim can send in their applications directly to the stores and via www.bim.com.tr or they can also use online employment websites to apply as well. Recruitment practices are carried out in accordance with the Labor Law No. 4857 and the BİM Personnel Regulation.

The relevant department managers carry out recruitment processes related to meeting personnel needs.

TRAINING AND DEVELOPMENT MANAGEMENT

BİM offers its employees a business environment and career opportunities that will continue their development and gives importance to training programs. In this context, orientation training and programs are provided to newly recruited or promoted employees, and the topics to be covered during the training are standardized by in-house regulations.

PLANNING AND CAREER MANAGEMENT

Planning at BİM includes the processes of regularly reviewing the organizational structure, making the necessary designs and planning in line with company strategies, goals and needs. One of the most important priorities of the company in terms of career management is to appoint through promotion from in-house candidates who are qualified for the new or open positions within the company while taking into account equality of men and women.

WAGING SYSTEM

BİM develops its waging policy in a competitive way by considering the sector, labor market and local legislation. It sets the lowest wage level above the legal minimum wage. BİM takes care to ensure that annual wage increases do not fall below the inflation rate. Equal wages are applied for male and female employees. BİM carries out its practices regarding daily and weekly working hours, overtime, breaks, weekends and annual paid leave in accordance with laws and regulations.

EMPLOYEE HEALTH AND COMPLIANCE WITH OCCUPATIONAL HEALTH AND WORK LEGISLATION

Labor relations are carried out in accordance with the legislation in force.

Ensuring that all the employees work in a safe and healthy work environment is among BİM's top priorities. The company, which manages occupational health and safety (OHS) issues with the OHS Board within the framework of legal regulations, constantly monitors its performance in this regard and reports accident statistics.

PROTECTION OF EMPLOYEES' RIGHTS

In human resources policies, discrimination on any subject such as religion, language, race and gender is not tolerated. Human values are observed throughout the value chain and efforts are made to improve the quality of life.

PREVENTION OF DISCRIMINATION AND ILL-TREATMENT

BİM does not tolerate the exposure of its employees to ill-treatment, intimidation and verbal or physical abuse. In accordance with the principle of equality in the Constitution, which constitutes the legal basis of the principle of equality in Turkish Law, and the Labor Law No. 4857 regulated in this direction and the regulations on gender discrimination in the Law on the Human Rights and Equality Institution of Turkey, it is considered one of our top priorities to create and maintain a working environment where employees are not exposed to discrimination and ill-treatment.