

«META University»
Jaýapkershiligi shekteýli
seriktestigi




Limited Liability Partnership
«META University»

APPROVED by
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META University
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POLICY
On equal pay and closing the gender gap


First edition

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I. General Provisions

1. META University Limited Liability Partnership (hereinafter referred to as the University) is aware that ensuring equal pay and closing the gender gap is not only a requirement of the current legislation of the Republic of Kazakhstan, but also a fundamental element of a fair, modern and sustainable human resource management system.

2. The University believes that any differences in remuneration that are not due to objective professional factors undermine the principles of social justice, reduce the level of employee confidence, negatively affect the organizational culture and may pose reputational and legal risks.

3. In this regard, the University undertakes to form and maintain such a remuneration system, which:

- ✓ excludes direct and indirect discrimination;
- ✓ is based on transparent, objective and verifiable criteria;
- ✓ ensures equal remuneration for work of equal value;
- ✓ contributes to the elimination of historical and systemic gender imbalances.

4. This Policy defines uniform approaches, principles, mechanisms and procedures aimed at ensuring equal pay, as well as establishes a system of internal control, monitoring and responsibility for compliance with these principles.

5. The Policy is an integral part of the University's corporate management system, integrated into the HR, financial and compliance functions and is mandatory for all structural units, officials and employees, regardless of their position and form of employment.

II. Terms and Definitions

1. For the purpose of uniform understanding and application of this Policy, the following key concepts are used:

1.1. Equal pay

Equal pay is understood as the establishment and payment to employees of remuneration equal in size and structure for the performance of the same work or work that is recognized as equal in value.



At the same time, the equal value of labor is understood as the comparability of the functions performed according to a set of criteria, including:

- ✓ the level of qualification and professional training;
- ✓ degree of responsibility and independence;
- ✓ the complexity and nature of the tasks performed;
- ✓ the impact of the results of work on the activities of the University.

Thus, equal pay is not limited to the formal coincidence of positions, but involves a deeper assessment of the content and significance of the work performed.

1.2. Gender Pay Gap

The gender pay gap is a statistically measurable difference between the average pay of men and women, expressed as a percentage.

This indicator can be formed under the influence of various factors, including:

- ✓ differences in positions held;
- ✓ unequal access to decision-making positions;
- ✓ differences in the distribution of premiums and bonuses;
- ✓ historically established practices.

At the same time, the University considers as unacceptable an unjustified gender gap, that is, a gap that is not explained by objective professional criteria.

1.3. Wage discrimination

Wage discrimination is any distinction, exclusion or preference that results in unequal remuneration for employees, if such difference is based on characteristics unrelated to professional qualities and performance.

Such signs include:

- ✓ gender;
- ✓ gender identity;
- ✓ marital status;
- ✓ the presence or absence of children;
- ✓ other personal circumstances.

Discrimination can be:



- ✓ direct nature (a clear difference in pay under equal conditions);
- ✓ indirect nature (formally neutral rules that lead to inequality in practice).

1.4. Work of equal value

Work of equal value is work that, despite possible differences in content, is comparable in importance for the organization.

The assessment of equal value of labor is carried out on the basis of a comprehensive analysis of:

professional requirements;
level of responsibility;
influencing the results of activities;
conditions for the performance of work.

This concept makes it possible to identify hidden forms of inequality, when different positions actually have the same importance, but are paid differently.

1.5. Transparency of remuneration

Transparency of remuneration means that employees have access to information about:

- ✓ principles of wage formation;
- ✓ criteria for calculating allowances and bonuses;
- ✓ the procedure for revising wages.

Transparency is a key tool for preventing discrimination and increasing trust in governance.

1.6. Objective criteria for remuneration

Objective criteria are those indicators that:

- ✓ measurable;
- ✓ have documentary evidence;
- ✓ are applied uniformly to all employees.

These include:



- ✓ qualifications;
- ✓ length of service;
- ✓ results of the effectiveness evaluation;
- ✓ the volume and complexity of the work performed;
- ✓ scientific achievements (for faculty).

1.7. Gender-neutral procedures

Gender-neutral procedures are those that exclude the influence of the gender factor on the decisions made.

This means that:

- ✓ decisions are made solely on the basis of professional criteria;
- ✓ standardized approaches are used;
- ✓ subjectivity and bias are excluded.

III. Policy Goals and Objectives

1. The main goal of this Policy is to form a sustainable, fair and economically feasible remuneration system that ensures equal opportunities and equal remuneration for all employees.

2. Achieving this goal requires not only formal adherence to the principle of equal pay, but also active work to identify and eliminate factors that contribute to gender inequality.

3. As part of the implementation of this goal, the University strives to:

to ensure full comparability of remuneration with equal value of the work performed;
eliminate any form of discrimination;
to increase the transparency and validity of decisions in the field of remuneration;
to create a trusting and fair organizational environment.

IV. Policy Principles

1. The University's activities in the field of remuneration are based on a system of interrelated principles.



2. The principle of equality implies that every employee has the right to fair pay commensurate with his or her contribution, without regard to personal characteristics unrelated to professional activities.

3. The principle of fairness means that differences in wages are permissible only if there are objective grounds that are documented and applied uniformly.

4. The principle of transparency ensures open approaches to the formation of salaries, which allows employees to understand the structure of their remuneration and the reasons for changing it.

5. The principle of objectivity requires that all decisions in the field of remuneration be based on measurable and verifiable criteria that exclude subjectivity.

6. The principle of accountability enshrines the responsibility of managers at all levels to comply with this Policy and prevent discriminatory practices.

V. Approach to the formation of the remuneration system

1. The remuneration system at the University is formed as a set of interrelated elements aimed at ensuring fair and motivating remuneration.

2. When setting wages, the following are taken into account:

- ✓ professional characteristics of the employee;
 - ✓ the content and complexity of the work performed;
 - ✓ level of responsibility;
- performance results.

3. Particular attention is paid to ensuring uniformity of approaches to setting remuneration for employees performing comparable functions.

3. Any deviations from the established approaches are allowed only if there are justified reasons and are subject to additional control by the Compliance Service.

VI. Mechanisms to prevent the gender gap

1. The University implements a systematic approach to preventing the gender gap, including:

- ✓ regular analysis of the remuneration structure;



- ✓ identification and elimination of unjustified differences;
 - ✓ control over the distribution of bonuses and allowances;
 - ✓ ensuring equal access to opportunities for professional growth.
2. Particular attention is paid to the prevention of hidden forms of inequality resulting from:
- ✓ differences in load sharing;
 - ✓ limited access to high-paying projects;
 - ✓ subjectivity of the assessment of labor results.

VII. Role of the Compliance Service

1. The compliance service performs a key function of independent control and ensures:
- ✓ monitoring compliance with the principles of equal pay;
 - ✓ analysis of the risks of discrimination;
 - ✓ consideration of employee appeals;
 - ✓ conducting internal investigations;
 - ✓ preparation of recommendations for improving the remuneration system.
2. The compliance service acts independently and ensures the objectivity of the decisions made.

VIII. Final provisions

1. This Policy is an important element of corporate governance and reflects the University's commitment to the principles of justice, equality and sustainable development.
2. The University views equal pay as a continuous process that requires regular review, improvement and adaptation to changing conditions.



3. The implementation of this Policy is aimed not only at complying with the requirements of the law, but also at creating a modern academic environment in which each employee has equal opportunities for professional fulfillment and fair remuneration.

