

Magyar Telekom Plc.

Central Workers' Council  
Telecommunications Trade Union  
Hungarian Telecommunications Branch Trade Union  
T-Net Trade Union

Equal Opportunities Plan of Magyar Telekom Plc.  
for the Period from January 1, 2011 to December 31, 2012.



2010.

## **Equal Opportunities Plan of Magyar Telekom Plc. for the Period from January 1, 2011 to December 31, 2012.**

prepared on the one hand by **Magyar Telekom Public Limited Company** (hereinafter: Employer or Company or Magyar Telekom Plc.) represented by Christopher Mattheisen Chairman-CEO and Éva Somorjai Chief Human Resources Officer,

and, on the other hand, the interest organizations of Magyar Telekom Plc:

- **Telecommunications Trade Union** (hereinafter: TÁVSZAK) represented by Attila Bujdosó chairman
  - **Trade Union of the Hungarian Telecom Industry** (hereinafter: MATÁSZ) represented by Béla Rátkay Chairman (authorised Mr. Attila Bujdosó, Chairman, to sign the Equal Opportunities Plan)
  - **T-Net Trade Union** (Hereinafter **T-Net**) represented by Krisztián Bontovics Chairman
- **Central Workers' Council** (hereinafter KÜT) represented by: Varju György Chairman

hereinafter, together: Parties.

### PREAMBLE

Parties adopt an equal opportunities plan for respecting the principles of equal treatment, for the promotion of equal opportunities and for monitoring and improving the employment of certain underprivileged groups of employees, on the basis of the possibilities set out in Act CXXV, 2003 on equal treatment and the promotion of equal opportunities and Article 70/A, Act XXII, 1992, Labour Code.

## 1. Scope of the Equal Opportunities Plan

### **1.1. Validity**

Parties accept the Equal Opportunities Plan for a definite term to last **from January 1, 2011 until December 31, 2012**. Parties aim to accomplish the undertakings set out in the Equal Opportunities Plan by December 31, 2012. Parties may jointly decide to amend or extend the deadline of certain actions if necessary, in the framework of the Equal Opportunities Committee.

### **1.2. Personal scope**

The equal opportunities plan covers all employees employed by the Corporation, and, with respect to specific principles, aims and measures—and taking into consideration the form of employment and the deviations specified in legislation—temporary employees as well as the individuals participating in the preliminary hiring procedure.

### **1.3. Material scope**

The equal opportunities plan contains the definition of the employee groups targeted by the equal opportunities measures of the Corporation, as well as the aims, tasks and responsible organisational units and persons that serve the improvement of their situation.

## 2. Basic Principles

Pursuant to the principles set forth by the Constitution of the Republic of Hungary, Act CXXV, 2003 on the equal treatment and on promoting equal opportunities, Act XXII, 1992 on the Labor Code, Act IV, 1995 on the Civil Code, and Act XXVI, 1998 on the rights and equal opportunities of disabled individuals the Company deems necessary the assertion of the following basic principles to ensure equal treatment and equal opportunities in the course of the implementation of its equal opportunities plan.

The terminology associated with equal opportunities, the types of behaviors that breach the principle of equal treatment and forms of negative discrimination are contained in Annex 1 of the equal opportunities plan.

### **2.1. The assertion of the prohibition of discrimination, and the requirement of equal treatment**

In course of employment the Employer asserts the requirement for equal treatment, prevents and prohibits negative discrimination of employees and abstains from any conduct that may result in direct or indirect, negative discrimination, reprisal, harassment or unlawful segregation (See: Sections 3-8, Annex 1) of certain employees or groups of employees on the ground of certain features (see section 4, Annex 1).

Parties place on record that certain necessary discrimination that clearly results from the type or nature of employment and is based on a lawful condition shall be permitted.

### **2.2. Equitable and flexible treatment**

Parties place on record that the prohibition of discrimination and the respect for the principle of equal treatment does not on its own ensure the elimination of all eventual inequalities that may be faced by those who are employed by or work for Magyar Telekom Plc. in some other form of employment relationship. Therefore Parties subscribing to this equal opportunities plan work out positive, equitable and flexible measures and operate bodies and forums that reveal eventual problems and promote the improvement and reinforcement of the positions of the persons concerned. They seek together the

possibilities to define additional equal opportunities targets and tasks, and to implement possible benefits and actions.

### **2.3. Respect for human dignity**

The Employer will respect human values, dignity and diversity of the employees in the course of employment. The Employer will take into consideration its own interests and the interests of the employees, coordinate such interests and create such labour conditions, environment and a workplace atmosphere that may contribute to the preservation and enhancement of these basic values.

### **2.4. Partnership relations and cooperation**

In the frame of employment the Employer aims to implement the principle of partnership. For this purpose the Employer creates transparent contractual relations by bearing in mind the aspects of mutual advantages. To ensure successful implementation of the Plan of equal opportunities the Employer works close with the interest organizations of employees.

### **2.5. Social Solidarity**

In the employment no employee of any age, gender, nationality, marital or health status is more valuable for the society than the other. All members of the society are interested in the reinforcement of solidarity. Magyar Telekom Plc, as a committed representative of social responsibility, promotes within its means the endeavors of civil organizations to provide equal opportunities for underprivileged social groups.

## **3. Identifying the target groups of employees of equality measures**

In this present Plan of equal opportunities of the Company for 2011-2012 –also taking into consideration the experiences from the previous equal opportunities plan period—the Corporation intends to exert effort to improve equal opportunities of the following target employee groups, with the remark that certain overlaps may occur between the selected groups and the list will not be considered as an order of ranking. Nor is the list comprehensive as the corporation's employees may be at a disadvantage for other reasons as well (see section 4, Annex). For this particular reason the employer pays a special attention to continuously monitoring all the aspects and, accordingly, the way the situation of the affected employee groups works out, on the basis of which a particular group of employees may happen to be at a disadvantage or exposed to negative discrimination and aims to take the necessary measures to prevent such situations.

In the course of the implementation of the equal opportunities plan for the years of 2011-2012 the employer is contemplating to take measures to improve the situation of the following employee target groups:

- a. Women,
- b. Employees with a family \*, especially those who:
  - raise three or more children under 18 years of age,
  - raise their children alone,
  - raise disabled children or care for a permanently ill relative,
- c. are on maternity leave or childcare benefit (GYES/GYED\*\*)
- d. disabled employees or whose ability to work has deteriorated \*\*\*

\*: Employee with a family: any employee raising at least one child

\*\* : GYED= a period after maternity leave, during which parents receive a childcare fee; GYES= a period after GYED, during which parents receive some childcare allowance

\*\*\*: Disabled employees or employees whose ability to work has decreased by at least 50%

## **4. Surveying the status of the employee target group of equal opportunities measures**

In order to justify its equal opportunities plan and to enable the evaluation of its implementation, Magyar Telekom Plc. conducted a survey in consideration of the status on August 31, 2010. The number of employees at Magyar Telekom Plc. was 6143 on August 31, 2010. The survey was based on the data recorded in the personnel registration system (SAP HR) of the Company.

#### 4.1. Statistical data

According to information available in the SAP HR headcount ratios of employees specified as target employee groups for the equal opportunities plan are as follows:

| Target group   | Total number (persons) | Ration relative to total number (%) | Internal distribution (persons) |       |
|--|------------------------|-------------------------------------|---------------------------------|-------|
|  |                        |                                     | Men                             | Women |
| Employees—among them women   | 6143                   | 33,2                                | 4102                            | 2041  |
| Employees with a family*   | 5242                   | 85,3                                | 3575                            | 1667  |
| ▪ raising 3 or more children under 18  | 399                    | 6,5                                 | 306                             | 93    |
| ▪ raising their children alone   | n.a.                   | n.a.                                | n.a.                            | n.a.  |
| ▪ Raising disabled child or caring for a permanently ill family member         | n.a.                   | n.a.                                | n.a.                            | n.a.  |
| On childcare leave (GYES/GYED/maternity leave)                                 | 336                    | 5,5                                 | 0                               | 336   |
| Disabled employees or those whose ability to work has deteriorated** (persons) | 3                      | 0,05                                | 2                               | 1     |

\*: employee with a family: an employee raising at least one child under 18

\*\* Disabled employee or whose ability to work has deteriorated with at least 50% a shown in the SAP HR registration system

#### 4.2. Evaluation

According to data it can be established that the largest employee target group from among the ones specified in the Equal Opportunities Plan is that of **employees with a family** (85, 3 %) and **women** (33, 2%). It can therefore be assumed that it will be the measures and programs that are associated with these target groups that will have the most obvious and well-received impact.

An also relatively high proportion among the corporation's employees with a family is represented by **those who raise three or more children under 18** (6.5%) and **those on childcare leave** compared to the active headcount (5.5%), therefore they also constitute major target groups of the Corporation's equal opportunities efforts in 2011-2012.

It is not due to their headcount ratio but rather due to the intention of Magyar Telekom Plc to render its equal opportunities more open and to establish an employment practice that promotes equal opportunities that **disabled applicants and employees or those whose ability to work has deteriorated** constitute an especially significant target group in the equal opportunities plan.

The employer does not have information concerning the following employee groups in its personnel registration system:

- employees who raise their children alone,
- employees who raise disabled children or care for a permanently ill family member.

The corporation intends to conduct a questionnaire survey, with the consent and support of interest representations, to identify the existence of these employee groups within the corporation, their headcount and proportion as well as to obtain information regarding their special needs. Personal or special data to be obtained by the employer through the questionnaire survey may only be handled in compliance with Act LXIII, 1992 on the protection of personal data and the publicity of data of public interest, and until the last day of the period covered by this equal opportunities plan.

## **5. Specific equal opportunities targets and plans of action**

To improve the position of the underprivileged employee groups specified in this Equal Opportunities Plan, to continuously improve its system and tools related to the assurance of equal treatment, and to eliminate any eventually existing shortcomings, the Employer makes undertakings regarding the equal opportunities targets and equal opportunities measures described in detail below.

### **5.1. Targets and measures of a general nature related to the equal opportunities activity:**

#### **5.1.1. Conducting surveys related to equal opportunities targets and measures**

To improve and evaluate the currently existing equal opportunities related programs and measures, as well as to conduct surveys and apply as necessary employee questionnaires to prepare the ground for the implementation of new equal opportunities targets and measures as well as the equal opportunities plan for the subsequent period taking into consideration the provisions set out in data protection laws.

**Task:** To prepare various questionnaire surveys related to the equal opportunities targets and measures in consideration of the provisions set out in data protection laws.

**Deadline:** continuous (during the period of the validity of the Equal Opportunities Plan for 2011-2012)

**Responsible:** Equal opportunities referent, Equal Opportunities Committee

**Cost implication:** none or minimal. Within the annual budget of costs earmarked for the equal opportunities program in the HR area.

#### **5.1.2. To comply with equal treatment and to promote the implementation of equal opportunities to operate an Equal Opportunities Committee jointly with the representation of employees' interests**

The employer operates an Equal Opportunities Committee consisting of 8 members delegated by the employer and the representations of employees' interests. The Committee is chaired by the Human Resources management director. Its members are the equal opportunity referent and 2 people delegated by the employer, and 4 members to be delegated by the representations of employees' interests. The scope of the Committee's tasks and competencies and its order of operation will be specified in the standing orders of the Equal Opportunities Committee.

**Task:** To operate the Equal Opportunities Committee according to its standing orders

**Deadline:** Continuous (during the validity of the Equal Opportunities Plan for 2011-2012)

**Responsible:** Equal Opportunities Committee, representations of employees' interests

**Cost implication:** none

#### **5.1.3. Assignment of an Equal opportunities referent to coordinate the corporation's equal opportunities activities.**

The functional chief officer responsible for human resources activities appoints an equal opportunities referent of the corporation to coordinate the corporation's equal opportunities activities. The equal opportunities referent is assigned for the respective period, i.e. until the end of the validity of the Equal Opportunities Plan. The equal opportunities referent is a member of the Equal Opportunities Committee. The scope of the tasks and competences of the equal opportunities referent will be defined in the assignment letter.

**Task: Appointment of an equal opportunities referent for the period of the validity of the Equal Opportunities Plan for 2011-2012.**

**Deadline: January 07, 2011.**

**Responsible: Chief Human Resources Officer**

**Cost implication: none**

**5.1.4. Organisation and operation of programs and events that promote the attitude formation of employees related to equal opportunities.**

Magyar Telekom Plc. holds it important to strengthen the sensitivity of the Corporation's employees to equal opportunity issues and to empathising with the problems of underprivileged social groups. Keeping this in mind it organises and operates programs, events and trainings that form the employees' approach in this respect, with special regard to the disadvantaged groups specified in this equal opportunities plan.

**Task: Organisation and operation of attitude forming programs, events and trainings for employees, with specific, but not exclusive emphasis on the following types of programs:**

- „Szabad az Á” (Trespassing free) equal opportunities film documentaries club
- One day each focusing on the situation of various disadvantaged groups (e.g. have you ever tried doing it in the dark?)
- Possibly the organisation of an „Equal opportunities day” once in a year, which would in a complex manner introduce programs on the difficulties and situation of each disadvantaged group.
- Assurance of sensitizing team building training programs (e.g. a team building training in the „Invisible exhibition”).
- Organisation of and rendering available diversity and equal opportunities related training programs
- Organisation of programs and training programs shaping managerial attitudes, with special, but not an exclusive focus on the forms of conduct that violate the requirement of equal treatment. (Directly disadvantageous treatment, indirect disadvantageous treatment, harassment, unlawful segregation, retaliation).

**Deadline: continuous (within the scope of the validity of the Equal Opportunities Plan for 2011-2012)**

**Responsible: Equal opportunities referent, HR Competence Centre**

**Participant: representations of employees' interests**

**Cost implication: Moderate cost need. Within the annual cost budget of the HR area earmarked for Equal Opportunities Programs.**

**5.1.5. To possibly support equal opportunities and diversity related initiatives of civil, business and governmental organisations. Taking part in professional programs related to equal opportunities and diversity, knowledge sharing, exchange of information with players of the civil, business and governmental spheres.**

Magyar Telekom Plc, as a socially responsible business, holds it important to take part in the initiatives launched by civil organisations acting to improve equal opportunities of disadvantaged social groups as well as by the state, governmental and business organisations with the same end, and to cooperate with programs of this kind. In addition, Magyar Telekom Plc. looks for the possibilities of exchange of experiences and knowledge sharing with players of the civil, business and governmental sphere in the initiatives and events related to equal opportunity and diversity.



**Task:** To examine possibilities to cooperate and take part in programs and initiatives taken by civil, business and governmental organs in order to improve equal opportunity and promote with respect to equal opportunity and diversity.

**Deadline:** Continuous (within the scope of the validity of the Equal Opportunities Plan for 2011-2012)

**Responsible:** Equal opportunities referent, HR Competence Centre

**Participant:** Representations of the employees' interests

**Cost implication:** none or insignificant. Within the annual cost budget of the HR area earmarked for equal opportunities programs.

#### **5.1.6. Participation in competitions announced in relation to equal opportunities and diversity and to ensure EU or state support.**

Magyar Telekom considers that it is important to receive feedback with respect to its activities related to equal opportunities and diversity, so that it can continue improvement of its relevant activities on the basis of how they are assessed in such competitions. Attendance in the competitions and the relevant communication furthermore helps to bring about the awareness—both internally and outside the corporation—that Magyar Telekom Plc. being a responsible employer is a committed supporter of equal opportunities and diversity. Participation in competitions accompanied by financial support –if successful—may contribute financial resources towards the realization of the corporation's endeavours of this kind. For all this the employer as well as the representations of employees' interests monitor the possibility of taking part in competitions accompanied by financial support/moral recognition that contribute to equal opportunities and diversity.

**Task:** monitoring applications that promote equal opportunities by financial support/moral recognition and participation in them, with special regard, but not exclusively with respect to the following competitions and topics:

- Competitions related to family support (e.g. Family friendly workplace competition, etc.)
- Competitions related to on the job health-care (e.g. Healthy workplace, Heart-Friendly workplace competitions, etc.)
- Competitions related to diversity and the inclusive workplace (e.g. Inclusive workplace competition, etc.)
- Competitions announced in the CSR topic (e.g. Golden Bridge Prize competition, Good CSR, etc.)
- Competitions for granting support from EU or state funds to diversity and equal opportunities programs.

**Deadline:** Continuous (within the scope of the validity of the Equal Opportunities plan for 2011-2012)

**Responsible:** Equal opportunities referent

**Participants:** Representations of employees' interests

**Cost implications:** None or insignificant. Within the annual cost budget of the HR area earmarked for Equal opportunities programs.

#### **5.2. Equal opportunities targets and measures related to the assurance of women's equal treatment on the job.**

In the course of social development, due to the division of the social and economic roles having evolved for centuries, women frequently experience difficulties in getting ahead at the workplace and in complying with requirements. To promote women's equal opportunities on the job Magyar Telekom endeavours to implement the following targets and measures during the time period covered by the Equal Opportunities plan.

### **5.2.1. Elaboration and implementation of the program aimed at the achievement of the 30% women's quota defined directly by DT's management (in leadership and key employee positions).**

The leadership of Deutsche Telekom Group has set as a target for 2015 the achievement of a 30% women's quota with respect to leadership and key employee positions (categories corresponding to levels MG1-MG5 of Deutsche Telekom; corresponding categories at Magyar Telekom are managerial levels 11-17, consulting and expert levels 21-23, and supervisors) in the whole Deutsche Telekom Group. Magyar Telekom Plc. intends to elaborate and implement a complex program in order to promote the achievement of this quota and the career options for women. The ratio in the positions concerned is 21.8% at Magyar Telekom Plc. as on September 30, 2010.

**Task:** Elaboration and introduction of the program aimed at promoting the achievement of the 30% women's quota (in managerial and key employee positions).

**Deadline:** for program evaluation: March 31, 2011; for program implementation and operation: continuous as of March 31, 2011. (during the scope of the time period of the Equal opportunities plan for 2011-2012)

**Responsible:** HR Competency Centre

**Cost implication:** Moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget.

### **5.2.2. Introduction of a program for the realization of the importance of the role fathers have in raising children.**

Although exceptions are plenty, on the whole it is still a stereotype that childcare loads are disproportionately borne by women even when they have already returned to work. To enhance the awareness of the need that fathers should undertake a greater part of the chores related to the upbringing of children, Magyar Telekom Plc. intends to implement an informative program to raise the awareness of the male colleagues who report that they will have a child/children.

**Task:** Elaboration and implementation of a program raising awareness of the importance of the role fathers play in the upbringing of their children.

**Deadline:** Elaboration of the program: June 30, 2011; Implementation and operation of the program: July 30, 2011, then continuous (within the scope of the time period of the Equal opportunities plan for 2011-2012)

**Responsible:** HR Competence Centre

**Cost implication:** Moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget.

### **5.3. Equal opportunities targets and measures tied to equal opportunities on the job of employees with a family.**

With all its happiness and beauties having children and their upbringing are family chores that constitute great responsibility and the need to make sacrifices. Within its own means Magyar Telekom Plc. wants to provide help in all these chores also taking into consideration the desire that employees should be capable of sustained high performance at the workplace. To achieve it, in the framework of the Equal Opportunities program the employer intends to achieve the following goals:

### **5.3.1. Continued development and examination of the possibility of the rollout to Hungarian affiliate companies of the „Family Help Program”.**

Magyar Telekom Plc. cooperates with Dimenzió Insurance and Self Help Association to provide affiliate employees, including temporary employees, the possibility to accommodate their children either at a subsidized nursery-kindergarten facility or, in summer, in one of the discount summer camp facilities within the framework of the „Family Help Program”. The program is continuously improved in consideration of the experiences obtained during the program's operation and the possibility for Hungarian affiliate companies to join the program is being examined.

**Task: Examination of the possibility for Hungarian affiliate companies to join the „Family Help Program” and the improvement of the program as required.**

**Deadline: Examination of the possibility for Hungarian affiliates to join the program: by May 31, 2011. Program development continuous (within the scope of the time period of the Equal Opportunities Plan for 2011-2012).**

**Responsible: HR Competence Centre**

**Participant: HRMI, HRP departments**

**Cost implication: High. The affiliate company to take part in the program ensures the source through the subsidies provided for the Dimenzió Self-Help Fund.**

### **5.3.2. Mapping the presence and special needs of families in „special life situations” (with 3 or more children below 18; single parents; those raising disabled children or nursing permanently ill family members) and, if necessary, to elaborate and implement targets and proposed actions in order to improve their situation or to improve the currently available measures and programs.**

The employer, in addition to the already available programs for helping „special need families”, intends to examine the use of various forms of support designed specifically for them. However, primarily due to data protection reasons, the employer Magyar Telekom Plc. does not possess any valuable information concerning the number and ratio of the target group concerned at the corporation as far as families „in a special life situation” are concerned. Therefore, in order to be able to elaborate proposals for any eventual action for the target group concerned, a comprehensive survey and evaluation of the situation needs to be prepared to allow for the identification of proposed actions.

**Task: The assessment of the number and special needs of „families in a special life situation” of employees at Magyar Telekom Plc. and, if necessary, elaboration and implementation of proposed measures.**

**Deadline: Preparation of the survey and status assessment: by June 30, 2011. Elaboration of proposals for the required measures according to the status assessment: by September 30, 2011.**

**Responsible: HR Competence Centre**

**Participant: Representations of employees' interests**

**Cost implication: None or insignificant. Within the annual cost budget of the HR area earmarked for Equal opportunities programs**

### **5.3.3. Review and popularising among managers and employees atypical forms of employment in order to facilitate the harmonisation of family and workplace chores.**

The employer intends to review its current system of atypical employment (telework, part-time work, flexible working hours, mobile working, uneven work schedules, unset hours of work, etc.) in order to

work out a proposal on the basis of the review for the expansion or enhancement and popularization of atypical forms of employment. In expanding and enhancing atypical employment forms the employer treats as a special consideration the need of the employee groups specified in the equal opportunities plan, more specifically employees raising small children, several children or disabled children or nursing a permanently ill family member. The employer will amplify its communication to employees and managers regarding the possibilities for atypical employment.

**Task: Review of atypical employment and the type of tasks that can be performed in atypical jobs and elaboration of a proposal regarding the expansion or enhancement of the atypical forms of employment. A more powerful communication of atypical employment possibilities.**

**Deadline: December 31, 2011.**

**Responsible: HR Competence Centre**

**Participant: representations of employees' interests, HRP departments**

**Cost implication: None or insignificant. Within the annual cost budget of the HR area earmarked for Equal opportunities programs.**

#### **5.4. Equal opportunities targets and measures related to providing equal opportunities for women on childcare leave (GYES/GYED/maternity leave).**

Magyar Telekom Plc. considers that it is important to continuously keep in touch with its employees on childcare leave and to inform them about the most important things to know about the company and to also help them prepare for their return to work.

##### **5.4.1. The employer operates a so called „Young mothers' program” in order to keep in touch with its employees on childcare leave.**

The plans for 2011-2012 include the enhancement and renewal of the „Young mothers' program” in operation since 2007. Envisaged tasks:

- To connect the „Young mothers' program” and the „Family and workplace” series of lectures in such a manner that only lectures that can be visited free of charge for young mothers be implemented.
- Kick off and continued support of the T-Network for Young Mothers self-organising network (club, correspondence, swapping, etc.)
- Supplementing the „Compass” (orientation) program with useful information for returning mothers (implementing re-orientation).
- Examine and, on the basis of the examination, implement the possibility for young mothers to take part in centrally financed training.

**Task: Operation and enhancement of the „Young mothers' program”.**

**Deadline:**

- **Connecting it with the „Family and workplace” program: January 31, 2011.**
- **Young mothers' T-network: December 31, 2011.**
- **Amplification of the „Compass” program (with re-orientation): December 31, 2011.**
- **Review of assuring participation in centrally financed programs: March 31, 2011.**
- **Continuous development of the program (within the time period of the Equal opportunities plan for 2011-2012)**

**Responsible: HR Competence Centre**

**Participant: HR Partner Departments**

Cost implication: moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget.

5.4.2. 5.4.2. Magyar Telekom Plc. reviews the possibility to assure (the so called gradual) reintegration of employees on childcare leave in the form of atypical employment.

The employer reviews the possibility whether, when employees on childcare leave return to work, they can be granted atypical employment for a provisional period of a fixed term (3-6 months) so that they can adapt to their new life situation (in e.g. part-time work (4-6 hours) or flexible hours of work, or partial telework).

**Task:** In order to facilitate re-integration, to review the possibility of atypical forms of employment for those returning from childcare leave.

**Deadline:**

For process design: June 30, 2011.

Systematized implementation: July 31, 2011.

Responsible: HR Competence Centre

Participant: HR Partner Departments

Cost implication: Moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget.

## **5.5. Equal opportunities targets and measures related to the assurance of workplace equal opportunity of employees with a changed ability to work or disabled employees.**

As a responsible and inclusive employer Magyar Telekom Plc. intends to establish an employment policy and practice which, while taking into consideration performance requirements, ensures the possibility to work for employees with a changed ability to work or disabled employees. In order to promote the workplace equal opportunity of employees with a changed ability to work or disabled employees Magyar Telekom Plc. plans to implement the following targets and measures in the framework of its Equal Opportunities Plan for 2011 and 2012:

### **5.5.1. Improvement of Magyar Telekom Plc's recruitment and selection process, its conversion to enhance the workplace equal opportunity of employees with a changed ability to work or disabled employees. For this end, especially, but not exclusively, the following measures will be implemented:**

- Development of the electronic recruitment interface, in the result of which employees may on a voluntary basis state their changed ability to work or disability and the eventual help they may need as a result of this situation in the hiring process.
- Modification as required, alteration and, if necessary, the use of the recruitment-selection process and the integration-orientation process in consideration of the special needs of the target group in relation to the hiring of employees with a changed ability to work or disabled employees.
- Preparation in the first place of employees taking part in the recruitment-selection process (HR employees, managers) and, in general, employees of Magyar Telekom Plc, for the management of situations related to applicants and employees whose ability to work has changed or who live with some disability. (E.g. information material, assurance of training, etc.)

**Task: Continued development of Magyar Telekom Plc's recruitment and selection process, its conversion to improve the equal opportunities at the workplace of applicants and employees with a changed ability to work or with some disability.**

**Deadline:**

- **Development of the recruitment interface: March 31, 2011.**
- **Modification of the recruitment-selection and the integration-orientation process: January 31, 2011.**
- **Assurance of information material, program and training for the preparation of employees: continuous (during the validity period of the equal opportunities plan for 2011-2012.)**

**Responsible: HR Competency Centre**

**Participant: HR Partner Departments**

**Cost implications: Moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget.**

### **5.5.2. Conduct, with the involvement of expert civil organisations and foundations, a due diligence of the jobs and activities of Magyar Telekom Plc. to identify jobs or tasks the consideration of which were especially justified when examining the possibility of employing people with a changed ability to work or disabled employees.**

To identify, following a due diligence of Magyar Telekom Plc's jobs and activities, those jobs, tasks and activities, in which—if considering the various degrees of disability—it is especially reasonable to consider the possibility of filling them with people with a changed ability to work or disabled employees. To

accompany the effort by the elaboration of supplementary material, information and documents that would subsequently help in taking the relevant decisions and conducting the subsequent evaluations.

**Task:** Due diligence of Magyar Telekom Plc's jobs, tasks and activities and on its basis to compile a list of jobs or activities that can be held and performed by people with a changed ability to work or who live with various disabilities. Elaboration of supplementary material.

**Deadline:** June 30, 2011.

**Responsible:** Equal opportunities referent

**Participant:** HR Partner Departments, Occupational Safety Office, external experts

**Cost implications:** Moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget.

### 5.5.3. Elaboration of a proposal for the top management regarding any eventually necessary developments for providing infocommunication access at Magyar Telekom Plc's facilities.

To review from an infocommunicational access point of view Magyar Telekom Plc's facilities where disabled- from infocommunication access point of view (vision, hearing and mentally impaired)- employees are or may become employed. To develop a proposal in the result of the survey for the top management as regards any eventually necessary development for providing access in these facilities.

**Tasks:** Review infocommunication access of certain facilities of Magyar Telekom Plc. To submit a proposal on the basis of the survey for the implementation of infocommunication access at these facilities.

**Deadline:** Survey conducted: by December 31, 2011.

Proposal prepared: by March 31, 2012.

**Responsible:** Equal opportunities referent

**Participant:** Group Real Estate Services Directorate, Occupational Safety Office, external experts

**Cost implications:**

- Survey: moderate. Within the annual cost budget of the HR area earmarked for the Equal opportunities programs or, if necessary, through providing some special source within the annual cost budget. Implementation: high. Requires specific decision by the top management to assure the necessary CAPEX.

### 5.5.4. Measures aimed at supporting employees with a changed ability to work or those who live with a disability.

Review the possibility to introduce special benefits and subsidies and to prepare, depending on the review, a proposal concerning implementation and use of these in order to promote the achievement of the equal opportunities at the workplace of those employed by or temporary employees of Magyar Telekom Plc. who live with a changed ability to work or a disability. (For example: reduced hours of work, additional days of rest, other benefits of a social and welfare nature, etc.)

**Deadline:** To conduct the survey: by June 30, 2011.

To prepare the proposal: November 30, 2011.

**Responsible:** Equal opportunities referent

**Participant:** Occupational Safety Office, external experts

**Cost implication:** High. HR area ensures the necessary source from the TWM budget.

## **6. Treatment of data**

In order to ensure the success of the achievement of the targets and implement the measures set out in the equal opportunities plan for 2011-2012, Magyar Telekom Plc. may keep and compile a registration for statistical purposes of the target groups specified in the equal opportunities plan (section 3) of employees of Magyar Telekom Plc. and other persons who work for the company.

Exclusively data served voluntarily by the employees and handled in a fully compliant manner with data protection regulations can be involved in the registration, with respect to which those employed by Magyar Telekom Plc. or who otherwise work for the company have provided their specific consent in writing. Special personal data involved in the registration may only be handled in compliance with the provisions of Act LXIII, 1992 on the protection of personal data and the publicity of data of public interest and until the last day of the period of validity covered by this equal opportunities plan.

## **7. Tracking the implementation of the equal opportunities plan**

The equal opportunities referent prepares at least once a year a report on the implementation of the tasks and submits the same for approval by the Equal Opportunities Committee. The Equal Opportunities Committee, beside the approval of the report, may propose additional targets and measures in order to improve the equal opportunities of the target groups specified in the equal opportunities plan, on the basis of the experiences of the previous period of time. During the validity of the equal opportunities plan it will also be the Equal Opportunities Committee that decides in the matter of any eventually necessary modification of the targets, measures and tasks set out in the equal opportunities plan or the modification of their deadline.

The equal opportunities referent shall at various intervals (at least in every six months) provide information to the Chief HR officer of the corporation about the status of the tasks set out in the equal opportunities plan and the corporation's activities related to equal opportunities and diversity.

## **8. Assurance of making complaints for violation of the equal treatment principle**

In the event of any violation of the requirement of equal treatment as well as direct or indirect negative discrimination, retaliation, harassment or illegal separation (for definition of terms see the Annex) the employee or a group of employees may lodge a complaint at the employer Magyar Telekom Plc, prior to initiating the procedures ensured for them through Act CXXV, 2003 on equal treatment and the promotion of equal opportunities (e.g. personality right procedure, labour court procedure, procedure by the authorities responsible for consumer protection, labour issues and offenses), through the „Mondd el!” (Speak out) ethical complaints procedure operated by the Compliance Directorate.

Magyar Telekom's **Mondd el!** ethical line can be accessed via:

Address: Group Compliance Director, 1013 Budapest Krisztina krt. 55.

Phone: +361 458 7780

E-mail: [mondd.el@telekom.hu](mailto:mondd.el@telekom.hu)

Internet: [www.telekom.com/bkms](http://www.telekom.com/bkms)



If a report is made on the [www.telekom.com/bkms](http://www.telekom.com/bkms) page, **it may not contain any data based on which the person against whom the complaint has been lodged can be identified.** Illegal transfer of personal data may result in civil and penal code consequences.

Anonymous complaints can also be submitted.

Complaints can be submitted in Hungarian or, (by international employees) in English.

For more detailed information regarding the examination of the remarks/complaints received and the rules applicable to them (deadlines, procedure, etc.) see Annex 3 of the Code of Operation ([CEO Group Directive No. 426](#) link: <http://mtszab/docform.aspx?itemID=8439&ControlMode=Display>)

The Compliance Director also involves relevant HR employees in the examination of the complaints having been received on the violation of equal treatment.

The Compliance Director shall provide information, if the equal opportunities referent or the Equal Opportunities Committee so require, about the nature of the complaints submitted due to the violation of equal treatment, as well as the results of the investigations into these complaints.

Parties record that the submission of a complaint does not hinder the employee in taking legal steps through availing of the legal means at their disposal.

## 9. Closing provisions

Parties agree that once this equal opportunities plan is signed the employer will take care of its publication and having the corporation's employees familiarize with it.

Parties note that they will endeavour to accept the equal opportunities plan for the next period by **December 31, 2012**.

Parties have perused this agreement brought about to ensure equal opportunities and treatment on the job, and after jointly interpreting its provisions, they signed it as being in full concordance with their desire.

Budapest, 2010.

On the Employer's behalf:

.....  
Christopher Mattheisen, Chairman-CEO

.....  
Somorjai Éva, Chief HR officer

On behalf of representations of interest:

.....  
Varju György, chairman, Central Works Council

.....  
Bujdosó Attila, Chairman, Telecommunications  
Trade Union, and on the basis of the authorization  
of the Hungarian Telecommunications Branch  
Trade Union

.....  
Bontovics Krisztián  
Chairman, T-Net Union

## Definition of Terms

### 1. Equal Treatment:

Pursuant to the requirement for equal treatment the obligated party is required to refrain from any behavior resulting in direct or indirect discrimination, revenge, harassment or unlawful segregation of individuals or groups of individuals on the basis of certain traits. Basically the requirement for equal treatment means a negative obligation on the one hand: the obligated Parties shall not breach the dignity of others. ON the other hand, for the eligible Party it can result in a universally enforceable requirement of the Parties to be treated as a personality of equal dignity.

(Explanation to Act CXXV, 2003 on equal treatment and enhancement of equal opportunities)

### 2. Equal opportunities:

Nevertheless, if the individuals being in an obviously underprivileged position were formally treated as equal, it would result in conservation of the disadvantageous position. So that the individuals being in underprivileged position could bridge this gap it is not enough to grant them equal rights but they need positive discrimination, which allows them to diminish or terminate the disadvantage inherent to their position. According to the resolution of the Constitutional Court, however, none of the individuals will raise an enforceable demand for positive discrimination that would promote equal opportunities against the requirement of equal treatment.

(Explanation to Act CXXV, 2003 on equal treatment and enhancement of equal opportunities).

### 3. Conduct violating the requirement of equal treatment.

Act CXXV, 2003 on equal treatment and promotion of equal opportunities defines the scope of conducts that infringe upon the requirement of equal treatment:

- direct negative discrimination
- indirect negative discrimination
- harassment
- unlawful segregation
- revenge

and any instruction given thereto.

### 4. Direct (open) negative discrimination

A resolution resulting in negative discrimination of an individual or group as compared to the position in which any comparable individual or group is, was, or would be on the grounds of his/her actual or alleged

- a) gender,
- b) racial affiliation
- c.) color
- d.) nationality
- e.) national or ethnic identity
- f.) mother tongue
- g.) disability
- h.) health status
- i.) religious or ideological belief
- j.) political or other opinion
- k.) marital status
- l.) maternity (pregnancy) or fatherhood

- m.) sexual inclination
- n.) sexual identity
- o.) age
- p.) social origin
- q.) financial status,
- r.) part time employment relation or any other work contract of definite term
- s.) membership in interest organization
- t.) other status, feature or trait ( hereinafter: feature)

will qualify as direct, negative discrimination. (Article 8, Act CXXV, 2003 on equal treatment and enhancement of equal opportunities)

### **5. Indirect (hidden) negative discrimination**

A resolution not qualifying as direct negative discrimination, which is in apparent compliance with the requirement for equal treatment while it brings significantly higher rate of the individuals and groups of features stipulated in Article 8. (see the above section) to a significantly worse situation than the position in which another comparable individual or group of individuals is, was or would be, qualifies as indirect negative discrimination.

(Article 9, Act CXXV, 2003 on equal treatment and the promotion of equal opportunities).

### **6. Harassment**

Sexual or other action associated with the features of the affected person specified in Article 8, which hurts human dignity, will be considered as harassment as far as it aims at or results in creating a threatening, humiliating, hostile, shameful or attacking environment for any other person.

(Article 10, section 1, Act CXXV, 2003 on equal treatment and the promotion of equal opportunities).

### **7. Unlawful segregation**

A resolution which segregates particular individuals or a group of individuals from other persons or group of persons being in comparable position on the ground of the features specified in Article 8 qualifies as unlawful segregation unless it is explicitly permitted by law.

(Article 10. (2) of Act CXXV of 2003 on equal treatment and on promoting equal opportunities).

(Article 10, section (2), Act CXXV, 2003 on equal treatment and on promoting equal opportunities).

### **8. Retaliation**

A resolution which segregates particular individuals or a group of individuals from other persons or group of persons being in comparable position on the ground of the features specified in Article 8 qualifies as unlawful segregation unless it is explicitly permitted by law.

(Article 10, section (3), Act CXXV, 2003 on equal treatment and on promoting equal opportunities).

### **9. Disabled person:**

An individual who has substantially impaired hearing or vision, disability of movement, significantly defective mental abilities or who is restricted in communication will qualify as disabled person as far as this status causes significant disadvantage in active participation in the life of the society.

(Article 4, Act XXVI, 1998 on the rights of disabled persons and on granting equal opportunities for them).