



## **Personnel policy**

24 March 2011, Riga

The personnel management vision of Latvijas Finieris is to be a socially responsible, prestigious and stable employer. The personnel policy objective is to recruit and develop competent and loyal employees in long term by offering good working conditions in order to reach both Latvijas Finieris and employees' goals.

The Latvijas Finieris personnel policy core values are honesty, fairness, equal attitude and compliance with law.

### **Recruitment, selection and career support**

The main criteria for applicant selection and career support regardless of gender, age, disability, national origin, creed, orientation or marital status are professional competence, responsible attitude towards work and company values, constructive initiative, teamwork, wish and ability to learn.

### **Managers' attitude**

Managers' main role is to lead employees purposefully towards result. Mutual relationship between manager and employee and among employees are based on businesslike manners, respect, understanding, fairness and honesty.

### **Remuneration**

Remuneration system is based on the principle "equal remuneration for equal job" and consists of fixed payment and variable payment that depends on company, department or individual work results or achievements.

Apart from work and social guarantees company offers motivating bonuses and benefits like health insurance, pension funds, paid extra vacation etc.

### **Learning and training**

Latvijas Finieris supports a learning and knowledge sharing culture to adapt itself to variable external environment requirements.

Employees are trained for new tasks to help them develop competences, professions and better qualification and to strengthen corporative loyalty.

### **Work environment**

Latvijas Finieris tends to ensure safe, healthy and convenient work environment.

Company's management is always open to discuss personnel and work environment issues and cooperate with employees' labour union.

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