Corporate Social Responsibility Report

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# Locations

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Letter from Nikolay Kurayev, President of ScienceSoft

As an international software development company delivering technology and services to 47 countries around the globe, we see it as our duty to promote the principles of fair business competition, equality, human rights and environmental responsibility. At ScienceSoft, we believe that sustainable development is at the core of an effective business strategy. We also encourage our business partners and customers to do the same.

In May 2019, ScienceSoft joined the UN Global Compact initiative and aligned its reporting with the Ten Sustainability Principles of the United Nations Global Compact in the areas of Human Rights, Labor, Environment, and Anti-Corruption.

At the start of 2020, the Coronavirus (COVID-19) outbreak has disrupted the daily routine around the globe and brought uncertainty and instability to the many aspects of the modern world. ScienceSoft is making every effort to return the favor to those fighting on the COVID-19 front line in whatever way we can. Our Minsk-based offices regularly help local hospitals restock their supply of medical necessities and provide medical staff with hot lunches.

Also, we’ve done our best to provide our services in new conditions, with no impact on their quality, and support the continuity of our customers’ businesses in this challenging time. We’ve taken all precautions to maintain the safety and well-being of our employees and stakeholders. To limit the spread of COVID-19, 90% of our staff is staying home and works remotely.

We also run an active campaign to save the jobs and wages of our employees and minimize the devastating effect of the coronavirus crisis on employment. For now, we continue hiring new employees.

Furthermore, in 2020-2021 our sustainability focus will be directed towards the following priorities:

**Responsible innovation.** We’ll continue to help businesses across industries to improve the world via meaningful digital transformation, as well as apply techs in the way to reduce environmental impact.
**Women in Tech & Sales Initiative Support.** We’ll continue to inspire women through conversation and informal education. We also plan to increase the percentage of female employees among our management staff.

**Education & Development.** We’ll continue to actively work on the establishment of the in-house Training Center for recent grads, job candidates and ScienceSoft’s employees. We also consider sponsoring external educational programs for both children and adolescents.

**Local Funding Initiatives.** We plan to start providing funding and support for regional and local communities in the field of urban development.

**Corporate Spending.** We’ll extend the portfolio of the supported charity projects and start a new employee volunteer program.

In closing, I want to thank all our stakeholders for the ongoing support and collaboration. We are proud of the work done, and yet there’s so much to contribute to ahead.

Sincerely,

Nikolay Kurayev,
President of ScienceSoft
Social Impact

Occupational Health & Safety

The well-being of employees is the first priority at ScienceSoft. We aim to create safe and healthy working conditions for all our employees. Every employee is instructed on safe work practices.

All of ScienceSoft's employees are entitled to comprehensive medical insurance. The company provides full compensation for insurance contributions.

We hold accident prevention training and ask our employees to report unsafe situations at the workplace.

We take timely measures to prevent occupational diseases and improve the convenience of workstations (introducing ergonomic chairs, noise-canceling headphones, air humidifiers and purifiers, etc.).

We conduct the workplace assessment and act upon it immediately if the need arises.

The company continues to pay an injured or sick employee their full pay within 3 weeks, and further – average monthly salary until they are well enough to return to work.

The company offers free in-office massage sessions and health check-ups, seasonal flu vaccination.
ScienceSoft also actively promotes a healthy lifestyle and sport engagement among employees. All of ScienceSoft’s employees are encouraged to lead a healthy lifestyle and get reimbursement for gym and sports services they use. ScienceSoft’s office has well-equipped gym.

**Diversity and Equal Opportunities**

ScienceSoft respects and promotes treating people equally and defines equal employment opportunities regardless of their nationality, age, and sex. We prevent any discrimination in employment and partnership. We hire and promote employees and cooperate with partners without regard to their race, religion, national origin or citizenship status, sex, sexual orientation, gender identity or expression, pregnancy, age, disability, or military status.

**First jobs and apprenticeships**

We actively support applicants finding their first job and junior specialist employment, be they students, recent grads or those forced to transition to a new role because of the rapidly changing economy.

**Women in Technology and Sales**

Currently, 26% of ScienceSoft’s staff is female, compared with 14% through the software engineering field and 25% through the rest of the computer science-related jobs. Among the top management, 40% of positions are held by women.
As a step to promote tech education for girls around the world, ScienceSoft Belarus became the first IT hub in the country to join the international initiative Django Girls. In September 2019, they organized a free workshop where girls with no IT experience could create their first websites using Python/Django.

Training and Education

ScienceSoft runs a knowledge-based business and constantly evolves employee skills in line with market demand. We retrain employees and improve their competencies, organizing their participation in workshops, forums, seminars, and conferences. The company covers acquisition expenses for professional certificates. ScienceSoft is also committed to furthering tech education and knowledge to promote techs, raise the quality of talent and help people upskill and reach their career goals.

The ScienceSoft Meetups initiative was launched. ScienceSoft Meetups is a series of free open events run by ScienceSoft experts that cover most trending IT topics such as Magento, Security Testing, UX/UI.

Understanding that numerous jobs are threatened by digital technology and automation, we feel ourselves responsible for people’s reskilling and new job provision. As a step, in September-October 2019, ScienceSoft held its first training on Business Analysis for those willing to enter the IT field. ScienceSoft inspires interest in technology among youth. Out team mentoring school students through fun and hands-on computer science experiences at specifically organized seminars and meetups.
Respecting Human Rights

ScienceSoft fully supports and further promotes the internationally proclaimed human rights and ethics, working in line with the International Labour Organization’s core conventions and the UN Global Compact. Our HR team is always available and open to discussion with employees regarding Human Rights issues, and our employees are encouraged to discuss any relevant issues with the HR department or senior management. Currently, we’re in the process of developing our Code of Corporate Ethics.

The company will not tolerate any form of unlawful harassment against any employee by anyone, including other employees, vendors or clients. We require our partners to practice principles that adhere to Human Rights policies.

Fair & Safe Working and Employment / Competitive Compensation

ScienceSoft promotes sustainable economic growth and decent employment. We offer competitive salaries and encourage annual wages review. Our employee handbook covers policies concerning our employee rights, responsibilities and compensation.

Protecting Privacy and Security

We handle all the personal data of our customers and employees responsibly.

Freedom of Association and Collective Bargaining

Currently, no restrictions are placed on the ability of our employees to organize themselves or join legally constituted bodies.

Elimination of Slavery, Forced and Compulsory Labor, Child Labor

We don’t allow human rights abuses and prevent any forced labor. We don’t cooperate with any brands linked to forced and child labor.

Currently, ScienceSoft doesn’t have operations in the high-risk countries and screens all its clients and partners for compliance.
Environmental Impact

With the consequences of human-induced global warming and other harmful environmental effects of human activities that create ever-increasing risks for our current and future well-being, climate protection and energy conservation become an important part of every corporate agenda.

A mid-size company with operations not directly linked to production and natural resource usage, the environmental impact of ScienceSoft is rather small. Nevertheless, we strive to use every opportunity to reduce it to zero.

Promoting Responsible Consumption among Employees

We strive to make the care about the environment a part of the mindset of our employees. We drive awareness of responsible consumption and utilization through regular posts in corporate communication networks and ScienceSoft's accounts on major communication platforms (Instagram and Facebook).

We actively promote cycling culture and encourage our employees to use bikes instead of cars wherever possible.
Reducing Our Ecological Footprint

As the power supply to desktops and services is a key component of energy consumption in the IT business, the energy efficiency of computer equipment is a key factor in ScienceSoft’s purchasing decisions. The introduction of modern blade servers and a drive towards virtualization allowed us to significantly decrease the amount of energy consumed by the server park. Unfortunately, renewable energy is unavailable in the main regions of our operations.

As a part of environmental protection efforts at ScienceSoft, we try to integrate environmental protection into our date-to-day activities in the following ways:

- Use non-disposable kitchenware in the office and re-usable coffee mugs every time away.
- Collect waste paper as a raw material to expand the use of recovered paper further.
- Collect old accumulators and light bulbs to ensure their safe utilization.
- Use electronic documents in place of hard copies.

Use double-sided printing.
Donate unneeded goods (computers, chairs) to charities (schools, orphanages).
Responsible Business & Corporate Giving  
(Philanthropy)

Digital Responsibility & Data Privacy and Security

We don't develop or deliver software that can be used at the expense of human rights (e.g., secret surveillance software) or principles governing sustainable development and environmental protection.

Anti-corruption

We strongly stand for anti-corruption, elimination of bribery and coercion to maintain trust among employees and with our customers and business partners and promote transparency in all our business operations.

We provide employees with anonymous access to an online grievance and feedback channel, which is reviewed by key internal stakeholders.

Bribery in any form is forbidden in all our business dealings.

No company funds may be used for any bribe under any circumstances.
Corporate Giving

Making a meaningful impact in the communities we live and work is in the focus of our sustainability strategy. ScienceSoft contributes to various volunteer and charity initiatives. In 2019-2020, corporate giving included:

- Monthly donations to ‘Club 5000’ – a volunteer organization helping children with cancer.
- Visits and donations to the Belarussian Research Center for Pediatric Oncology, Hematology and Immunology.
- Targeted assistance to people in difficult situations.

In 2020 ScienceSoft helped charity organization ‘Together’ to realize cultural project to support people with cancer. The company sponsored photography exhibition dedicated to cancer patients.
Contribution to the Fight against Coronavirus

Employee health, safety and well-being is a top priority for the company as we face the COVID-19 pandemic. At the start of pandemic all ScienceSoft’s specialists were provided guidance on health, travel, meetings, and working on-site or from home. Company has implemented preventive measures such as restricting nonessential business trips and group in-person meetings. Social distancing and wearing personal protective equipment in the office have become a must.

ScienceSoft stands with the global community in the fight against coronavirus. The company has donated more than 16 thousands of crucial medical supplies to hospitals in Minsk and it’s region. ScienceSoft has also provided Minsk Emergency Care Hospital with hot meals during the pandemic.
ScienceSoft contribution to the fight against coronavirus

- **157 people** were employed in 2019
- **24%** of our workforce were women in 2019
- **40%** of our top management were women in 2019

- **24 employees** were promoted during the period of May, 2019 – May, 2020
- **21%** increase in average monthly pay in comparison with May, 2019
- **0 employees** related cases / recorded injuries in 2019

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### Age diversity

- **49%** Under age 30
- **45%** Age 30-50
- **4%** Age 50 over