

**PUBLIC JOINT-STOCK
COMPANY
Moscow Exchange MICEX-RTS
(Moscow Exchange)**

Memorandum on corporate social responsibility

Moscow, 2023

Table of contents

1. GENERAL NOTES.....	3
2. HUMAN RIGHTS.....	3
3. REMUNERATION AND BENEFITS.....	4
4. ENCOURAGING A HEALTHY WORK-LIFE BALANCE.....	5
5. PROFESSIONAL TRAINING AND DEVELOPMENT.....	5
6. RECRUITMENT AND SELECTION.....	6
7. SOCIAL ACTIVITIES AND CORPORATE CULTURE DEVELOPMENT.....	6

1. General Notes

We (Moscow Exchange, the Exchange) operate Russia's main trading platform for equities, bonds, derivative instruments, currencies, money market instruments and commodities.

We are a trusted infrastructure partner to our clients, helping them to promote their services through new digital market gateways. We create value for our shareholders. We recognise our employees, whose expertise helps meet challenges that are unparalleled in the Russian market, as our most valuable asset.

The aim of this Memorandum on corporate social responsibility is:

- to create an environment that promotes a favourable working climate, motivated to achieve stronger performance and to meet strategic objectives.
- to respect equal opportunities and employees' rights complying with legislation.

2. Human rights

We declare our commitment in respecting human rights in conformity with the Russian Constitution and Russian law. Guided by globally accepted international law principles and standards, Moscow Exchange regulates labour relations in accordance with the International Labour Organisation standards and the legislation in force in the Russian Federation.

We have zero tolerance to crimes against the persons, violence to life, health, liberty, honour and dignity, sexual differences, constitutional human and civil rights and freedoms, interests of family members and minors, including serious violations of international humanitarian law.

We do not allow any child labour. We do not employ anyone under the age of 16 and we obey the Labour Code of the Russian Federation.

In accordance with Russian law, we do not tolerate discrimination in employment for any reason, such as because of gender, sexual orientation, trade union activity, political or religious beliefs, age, social status, cultural, ethnic or national identity, or disability.

We have zero tolerance to any physical violence, verbal abuse and sexual harassment, threats and any other form of harassment.

We do not accept any forced or compulsory labour, defined by the International Labour Organisation as "all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily". Neither we

tolerate trafficking in human being and slavery.

We are committed to socio-cultural and gender diversity principles by respecting the different opinions and lifestyles of all our employees without any involvement in any action that could contribute to an intimidating, hostile, insulting or degrading workplace environment.

We respect freedom of association. Our employees have the right to freely associate with others in theme-based action groups by various social focuses. The management supports such associations, gives them financial support and maintains an efficient dialogue with them.

We are governed by applicable occupational health and safety laws and internal regulations ensuring safety of life and health of our employees.

3. Remuneration and benefits

We are committed to providing a competitive level of remuneration to attract, retain and motivate employees.

A key role in employee incentive plans belongs to multiple mutually related and supportive elements, such as remuneration and moral support

The following principles govern employee remuneration:

- Strict adherence to Russian law.
- Timely and full pay of salaries and all payroll-related taxes and insurance contributions that provide mandatory pension, health and social insurance for employees.
- Managing remuneration based on employee performance and efficiency.

At the Exchange we have long-term incentive plans aiming to retain and motivate key employees.

The Exchange offers corporate social benefits pursuant to its internal regulations. Social support priorities address, inter alia, healthcare, maternity and childhood protection issues.

The incentives and financial support framework comprises medical insurance and multiple financial aid types provided when certain circumstances occur.

The employee recognition and motivation scheme supplies managers with the tools to keep

employees motivated on a systematic basis.

At the Exchange we place a particular emphasis on employee motivation and well-being, so we consistently improve the competitiveness of our remuneration packages to recruit and retain professional staff.

4. Encouraging a healthy work-life balance

We help employees manage healthy work-life balance through a hybrid work format, flexible working hours and additional support programmes. Working hours, overtime hours and holiday leave duration comply with the requirements of the Russian Labour Code.

Employees working irregular working hours are entitled to three calendar days of extra annual paid leave.

The Exchange controls optimal working conditions through ensuring timely assessment of workplace conditions and monitoring compliance with sanitary regulations and implementing sanitary and anti-epidemic (preventive) measures.

We also encourage healthy lifestyles and care of prevention of seasonal acute respiratory viral infections and flu epidemics. The Exchange arranges for seasonal immunoprophylaxis at offices for employees, organises sports clubs to promote corporate culture and create an environment promoting employees health and well-being.

Every year we complete an employee engagement survey to identify action points for internal loyalty and satisfaction improvement.

In addition, anonymous business-unit level surveys can identify and help employees cope with job burnout syndrome.

5. Professional training and development

The staff training and development framework comprises educational programmes, workplace development and self-learning tools. We focus on handing over responsibility for development to employees by offering them state-of-the-art technologies, resources and extra opportunities.

Flexibility and openness constitutes one of the main approaches to employee professional training and development. We tailor training to different formats and needs without delay.

We consistently target knowledge and role continuity to minimise staffing and operational risks. Every year we update a list of successors for key positions, assess successor

preparedness and draw up development plans.

We offer our employees every opportunity for vertical and horizontal growth.

6. Recruitment and selection

In selecting and recruiting people we are guided by equal employment opportunity principles and by the Russian Labour Code provisions.

Every year we bring in IT specialists, market development experts, product and project managers, financial experts, lawyers, brokers and other specialists to help people and companies manage their finances using cutting-edge technology and knowledge.

A team of in-house experts follows new hires during their onboarding and is available to share experience, support and help.

We also appreciate young talents, students willing to work and to learn to become leaders of their profession. Our internship programmes offer some great experience and a chance to be involved in big and high-profile projects that have an impact on the entire financial sector from the very start.

Teaming up with higher education institutions on organising academic, on-the-job and pre-diploma internships for undergraduate and graduate students in finance and other professions contributes to strengthening the practice element in the student training process. Developing students now is the financial sector's tomorrow.

7. Social activities and corporate culture development

Charitable activities of the Exchange aim to contribute to addressing socially relevant challenges within charitable activities' priority areas. As a matter of priority, the Exchange supports projects intended to support children, low-income people under reduced circumstances to bring them back to leading active lifestyle, educational and awareness-raising projects. The corporate charitable programme relies on cooperation with reputable charitable and voluntary service organisations.

We are environmentally responsible and strive to minimise the pressure on the ecosystem: our offices have containers for separate collection for waste, used batteries and plastic lids.

We value personal involvement of our employees in charitable projects; therefore, we offer a diversity of charitable and voluntary initiatives, open to employees to find the relevant one for them and encouraging private initiatives from employees.

We seek to develop management processes and a corporate culture of leadership, responsibility and employee engagement.

Our employees and other interested parties can report core rights violations anonymously through the Speak Up! hotline both in Russian and in English languages. In doing so, we follow the principle of protecting those employees who report through the Speak Up! hotline.