



Qaelum



SUSTAINABILITY DECLARATION

January 2025

QAEUM
Kolonel Begaultlaan 1B
3012 Leuven (Wilsele)
Belgium
Phone: +32 (0) 16 585157

NV QAEUM
530 7th Avenue
Suite 902, New York
NY 10018
United States
Phone: +1 347 579 5756

INC. Website: www.qaelum.com
E-Mail: info@qaelum.com
VAT: 0840.884.387
Bank account: BNP Paribas Fortis
IBAN: BE79 0017 8626 8033
BIC: GEBABEBB

As we move forward in shaping the future of healthcare, we recognize the profound obligation to exercise our influence responsibly - to the people who entrust their health to us and to the planet that sustains us all. It is within this context that our commitment to sustainability is central. Beyond medical technology, our vision encompasses a holistic approach that includes environmental awareness, social responsibility, and ethical business practices.

This Sustainability Plan attests to our commitment to creating a more sustainable and harmonious world. It contains a blueprint that underscores our commitment to minimize our environmental footprint, nurture inclusiveness and make a meaningful social impact.

This journey toward a more sustainable future is not a solitary undertaking. It is an invitation to all stakeholders - from our dedicated team members to our dear partners, customers and beyond - to unite in a collective effort that crosses geographic boundaries.

With this Sustainability Plan, we are forging a path that combines pioneering medical technology with a sense of responsibility. As we continue to revolutionize healthcare diagnostics, we do so with an unwavering commitment to patient safety, diagnostic precision, and a sustainable world for generations to come.

To solidify the essence of this Sustainability Plan and underscore our unwavering dedication, this document will bear the signatures of our upper management representatives and our EXCOM-team (comprising all managers). By endorsing this document, they pledge to actively contribute to improving the company's trajectory and to adhering, disseminating, and complying with the principles outlined.

Furthermore, this endorsement signifies their commitment to annually monitor, refine, and achieve the set goals. With their invaluable support and motivation, they play a pivotal role in propelling these objectives forward.

SIGNATURES CEO + EXCOM TEAM

Jurgen Jacobs

Dominik Maroun

Niki Fitousi

Thomas De Waelheyns

Sven Dewilde

Tom Van Herpe

OUR LONG-TERM VISION AND MISSION FOR SUSTAINABILITY

"To be the leading global provider of innovative software solutions for medical imaging diagnostics, driving a sustainable healthcare system where patient safety and quality are paramount."

And

"To revolutionize healthcare by developing cutting-edge software solutions that empower healthcare professionals to enhance patient safety and diagnostic quality in medical imaging. We strive to simplify complex compliance processes, alleviate stress, and ensure seamless preparation for upcoming legislation and audits. Through our technology, we envision a future where healthcare departments operate with utmost efficiency, and patients experience a profound sense of safety and trust during medical imaging procedures. By aligning our efforts with sustainability principles, we are committed to preserving the environment and contributing to the well-being of present and future generations."

MODIFICATIONS TO DOCUMENT

Date	Section	Modification
August 2024	Whole document	First version of document
January 2025	Whole document	Revision and corrections through all chapters

OVERVIEW RESPONSIBLE INDIVIDUALS

The document only uses job titles; below you will find an overview of the individuals responsible for these positions.

Current CEO:	Jurgen Jacobs	(he/him)
Current HR Specialist:	Jeroen Sors	(he/him)
Current Office Manager:	Cristina Davignon	(she/her)
Current EXCOM-team:		
Head of Research & Applications	Niki Fitousi	(she/her)
Technical Product Manager Foqal	Thomas De Waelheyns	(he/him)
Head of QARA	Tom Van Herpe	(he/him)
Head of Operations & Product Manager DOSE	Sven Dewilde	(he/him)
CSO	Dominik Maroun	(he/him)

This sustainability plan is structured across five pivotal domains: labor, diversity and inclusion (D&I), health and safety, environment, and ethics. Each of these segments contributes significantly to our commitment to responsible and sustainable business practices.

1. LABOR

In the labor realm, Qaelum stands firmly resolved to champion the fundamental human rights of every individual within our workforce. Our dedication extends to fostering an environment of dignity and respect that aligns with universally recognized principles upheld by the international community. This commitment encompasses all tiers of employment, encompassing temporary, migrant, student, contract, direct employees, and any other category of worker that forms a part of our dynamic team.

Qaelum's pledge to labor rights exemplifies our recognition of the intrinsic value each member of our workforce brings to the table. By embracing these principles, we not only create a harmonious and equitable workplace but also contribute to a larger vision of a more just and conscientious global community.

1.1 HUMAN RIGHTS

Central to our organizational ethos is an unwavering dedication to safeguarding and elevating the fundamental human rights of each one of our valued workers. This commitment stands as a beacon of integrity.

In embracing this principle, we go beyond mere compliance; we actively strive to create a work environment that resonates with the highest international standards and ethical principles. Our pledge to respect human rights resonates across borders and cultures, we champion an atmosphere where each worker is treated not just as an employee, but as an integral member of our global community.

Drawing inspiration from universally recognized norms and principles, we ensure that our interactions, policies, and practices consistently uphold the essential values of dignity and respect. Regardless of background, position, or role, every individual under our banner is deserving of a workplace that champions their rights, amplifies their voice, and provides the foundation for personal and professional growth.

1.2 CHILD LABOUR AND FORCED LABOUR

Our commitment to ethical labor practices is at the core of our organizational values, with a stance against forced or contract labor, involuntary or exploitative labor and any form of slavery. We emphasize the importance of maintaining an environment where unreasonable restrictions on employee mobility within our facilities and on entering or leaving company-provided premises are strictly prohibited. This ensures that our employees enjoy the freedom they deserve.

A crucial part of our hiring process is the provision of comprehensive written employment contracts to all employees, either in their native language or in English.

We adhere to the principle that work should always be voluntary. Our employees retain the freedom to leave work at any time and terminate their employment without fear of reprisal, as long as reasonable notice is given in accordance with their employment contract. In addition, we support the elimination of recruitment or related fees that employees must pay to agents or subagents of employers. If it is found that such fees have been paid by employees, we ensure prompt reimbursement to those affected.

There is no place for child labor in our production processes. We define a "child" as a person younger than 15 years of age or younger than the age set for completing compulsory education, or younger than the minimum age for employment, whichever is more important in the specific context of the country.

In addition, for employees under 18, we prioritize their health and safety. This means that we ensure that they are not given tasks that could jeopardize their well-being, such as night shifts and overtime. Our commitment extends to careful supervision of students. We maintain comprehensive student records, conduct rigorous due diligence on educational partners and protect students' rights in accordance with relevant laws and regulations.

Recognizing the importance of education and skill development, we provide students, trainees and apprentices with adequate support and training. If local laws do not require otherwise, their wages are set at a minimum consistent with those of other entry-level workers performing similar tasks.

These steadfast employment practices are consistent with our overarching mission to create an environment where workers' rights are respected, their potential is nurtured and their well-being is ensured.

1.3 WORKING HOURS

Our commitment to the health and balance of our employees is evident in the fact that we do not exceed the maximum working hours set by local law. We believe that a sustainable work week should not exceed the hours mentioned in the agreed labor contract. Nevertheless, a workweek should never exceed 50 hours, including highly exceptional situations of overtime work like attending a conference or business critical emergencies.

Overtime work is only done voluntarily and in exceptional cases. This approach recognizes employees' autonomy in deciding when they want to devote extra time to work outside normal hours. We emphasize that overtime must be approved in advance by the respective manager. This process underscores our commitment to open communication and respect for individual well-being. Overtime is compensated according to local laws, either by monetary payment and/or by offering equivalent compensated time off.

In addition, we recognize the importance of rest and ensure that each employee receive their necessary breaks or days off in between working days, as required by local law and consistently observed as a minimum standard.

By adhering to these principles, we strive to provide an environment that promotes the holistic well-being of our employees. Our focus on their health and balance is not only in line with legal standards, but also demonstrates our genuine concern for their overall happiness and quality of life.

1.4 FAIR WAGES AND BENEFITS

We make every effort to ensure that all employees receive fair wages and competitive compensation commensurate with their valuable contribution and prevailing local living standards. The compensation of our employees is in strict compliance with all relevant wage laws, including provisions on minimum wages, overtime and benefits required by law.

In full compliance with the legal framework, overtime compensation is closely managed and employees are duly remunerated. We adhere to ethical labor practices and strictly disallow deductions from wages as a disciplinary measure.

Our commitment to transparency extends to the administration of rewards. Therefore, we ensure that employees receive a comprehensive wage statement for each pay period, providing them with clear and accessible information to confirm the accuracy of their compensation for work performed.

As we move through the dynamics of our workforce, our use of temporary, agency and outsourced workers remains within the bounds of local laws. This commitment underscores our commitment to responsible labor practices and compliance with regulations that shape a fair and equitable work environment.

1.5 REPORTING A CONCERN

We establish mechanisms that allow employees to voice concerns, provide feedback and report instances of labor rights violations. These channels provide a safe environment for constructive dialogue and conflict resolution.

At Qaelum, we rest on a culture characterized by open communication, mutual respect and steadfast ethical values. Starting a dialogue with a manager is a first step, as managers are here to support their team members. If an employee prefers an alternative approach, they can also consult the company's confidant. This confidant offers insights, clarifies policies and suggests tools or strategies to overcome challenges.

For those who do not feel comfortable voicing their concerns directly, there is an alternative: share your feedback through our internal HR system and optionally choose anonymous submission. This ensures that the team is informed while maintaining employee comfort and anonymity.

1.6 FREEDOM OF ASSOCIATION

We value the right of our employees to freely associate and participate in collective bargaining. We create an environment of open dialogue with employee representatives so that we can discuss concerns and negotiate fair terms together.

In strict compliance with local laws, all Qaelum entities are expected to respect the fundamental right of employees to freely form and join unions, participate in collective bargaining and peacefully assemble. This respect includes the right of employees to refrain from such activities if they choose to do so.

We are firmly committed to open communication. Employees and/or their designated representatives can communicate openly with management and share ideas and concerns regarding working conditions and management practices. We ensure that this communication remains free from any form of discrimination, retaliation, intimidation or harassment, fostering an atmosphere of trust and cooperation.

1.7 LIVING WAGE

Our unwavering commitment extends to providing fair wages and competitive compensation to all employees that not only reflect the value they bring to our organization, but are also consistent with prevailing local living standards.

In recognition of the fundamental right to a dignified life, it is imperative that employees receive compensation that meets living wage benchmarks relevant to their work location and may exceed established minimum wage criteria. A living wage essentially means compensation for a standard work week that ensures an adequate and respectable quality of life for the employee. This includes essential components of a decent living, such as access to food, water, shelter, education, health care, transportation, clothing and other basic needs. In addition, it includes provisions for contingencies and a freely disposable income that improves the overall quality of life.

2. EQUITY, DIVERSITY AND INCLUSION

At Qaelum, where our software is used in more than 25 different countries and workforces operate in more than 8 different countries, we recognize the critical role of embracing diversity and inclusion in our journey to success. In today's dynamic work environment, the importance of these principles is increasingly recognized.

We believe that individual differences can be used as strengths in the pursuit of common goals. To fully leverage these strengths, it is necessary to ensure fair representation and inclusion of individuals from a broad spectrum of backgrounds and perspectives. This spectrum includes various dimensions such as gender, culture, language, disability, age and more.

Diversity and inclusion are not just concepts for Qaelum; they form the basis of our company. We believe that an inclusive culture and diverse work environment foster a deep sense of belonging, which in turn is crucial for both personal and organizational

growth. Our unwavering commitment to embracing differences fosters trust, encourages innovation and increases overall well-being. When you choose to be part of our team, you embrace a wide range of viewpoints, which enables true collaboration. Our people are able to express their authenticity while respecting others, a core value that defines our identity.

2.1 RESPECTFUL AND DIGNIFIED WORK ENVIRONMENTS

At Qaelum, we firmly uphold the principle of humane treatment for all our workers. Harsh or inhumane actions, such as violence, gender-based violence, sexual harassment, sexual abuse, corporal punishment, mental or physical coercion, bullying, public shaming, or verbal abuse, are strictly prohibited. We are committed to eliminating the threat of any such treatment within our organization.

2.2 EQUAL OPPORTUNITIES AND A SAFE WORKPLACE

Qaelum's core ethos includes creating a workplace free of harassment and unlawful discrimination. We refrain from discriminatory or harassing practices based on a variety of factors, including race, color, age, gender, sexual orientation, gender identity and expression, ethnicity or national origin, disability, pregnancy, religion, political affiliation, union membership, veteran status, protected genetic information or marital status. Our commitment to fair practices includes hiring, promotions, compensation, rewards and access to training. We ensure that employees receive reasonable accommodations for their religious practices and breastfeeding. Further, we oppose subjecting employees or potential employees to medical tests, including pregnancy tests or physical examinations, that could be used in a discriminatory manner.

2.3 INCLUSIVE RECRUITMENT

In our pursuit of a diverse and inclusive workforce, Qaelum places a strong emphasis on inclusive hiring practices. Our recruiting team strives to ensure that our hiring processes are fair and unbiased. These efforts go beyond the initial recruitment, as our recruiters have ongoing meaningful conversations with managers to implement inclusive hiring practices for each position. By reducing inherent biases, we strive to provide a consistent and fair hiring experience for all candidates.

2.4 INCLUSION AND UNCONSCIOUS BIAS AWARENESS

At Qaelum, our commitment to inclusiveness is reflected in our training and resources. All our employees commit to inclusive communication to create a respectful and inclusive environment. We believe the journey to a just and inclusive experience begins with our leaders. That is why all of our managers receive training in inclusive leadership so that our organizational culture is rooted in understanding and empathy. Our extensive course offerings cover topics such as race, gender, equity, allyship and more.

2.5 ACCESSIBILITY AND ACCOMMODATION

Our commitment to inclusiveness means going beyond simply recognizing differences - we actively create an environment where everyone can fully engage, contribute and flourish. With this commitment, we ensure that all our employees, including those with

disabilities and those with specific religious or cultural needs, receive the tools and accommodations necessary to thrive within our work environment. Our headquarters in Leuven is for example fully wheelchair accessible. Whether it is physical accessibility, assistive technologies, flexible work arrangements or culturally sensitive practices, we strive to provide reasonable and customized accommodations that allow each employee to fully participate in all aspects of our organization.

2.6 ACCOUNTABILITY AND MEASUREMENT

We believe that real progress can only be achieved through careful assessment and continuous improvement. That is why we have established a robust framework that holds us accountable to our diversity and inclusion goals. Annually, we measure our progress through a series of metrics that focus on areas such as representation and employee satisfaction. These measurable indicators are not just numbers - they represent the tangible results of our efforts to build a diverse and inclusive work environment. By setting these benchmarks and regularly evaluating our performance, we ensure that our commitment to diversity and inclusion remains dynamic, adapting and aligning with the changing needs and aspirations of our employees and the broader community we serve.

3. HEALTH AND SAFETY

At Qaelum, we are aware that promoting a safe and healthy work environment means more than just reducing work-related injuries and illnesses. Such an environment also enhances the quality of our products and services, promotes uniformity in production, and contributes to higher employee retention and morale. Moreover, we fully understand that the ongoing input and training of our employees are indispensable factors in identifying and resolving health and safety issues in our workplace. This preface underscores our commitment to prioritizing health and safety as an integral part of our sustainability plan.

3.1.1 PREGNANCIES AND MISCARRIAGES

We steadfastly promote different initiatives that consider unique life circumstances and experiences. Aware of the crucial journey faced by pregnant women and new mothers (and their partners), we offer more flexible opportunities to work remotely during the first year. This enables them to seamlessly combine their professional responsibilities with the demands of their changing roles.

Moreover, our commitment extends to the safety and comfort of our pregnant saleswomen. Aware of the potential risks associated with travel, we prioritize their well-being by offering them greater flexibility. This includes minimizing air travel to (potential) customers to minimize potential risks to their health and that of their unborn child.

Because we understand how profound the consequences of miscarriage are, we have instituted a compassionate and comprehensive policy. During such difficult times, we offer a period of 5 days of paid grieve leave for both women and their partners (if they are also employees of Qaelum). This sensitive leave period is designed to give people the

necessary time to grieve, heal and recover from the loss of their child. The flexibility to use these days within 18 months of notification to HR, along with valid evidence from medical professionals, ensures that affected individuals have the space and support they need. It is important to note that these 5 paid days are different from regular vacation days, specifically designed to provide needed support during this emotional healing process.

These initiatives are a testament to our commitment to providing holistic and empathetic support to our employees and underscore our dedication to their well-being in the face of unique challenges and experiences.

3.2 EMERGENCY PREPAREDNESS

We strategically anticipate potential emergency scenarios and have accurately identified and assessed their impact. Our preparation extends to implementing comprehensive emergency plans and response protocols, which include aspects such as emergency reporting, employee notification, evacuation procedures, employee training and routine drills. We adhere to the highest standards and conduct emergency drills annually or in accordance with more stringent local legal requirements. Our emergency plans include essential elements such as fire detection and suppression equipment, unobstructed exits, adequate exits, contact information for emergency responders and robust recovery plans. The core focus of these measures remains limiting damage to life, environment and property.

3.3 OCCUPATIONAL INJURY AND ILLNESS

To ensure the well-being of our employees, our framework includes procedures and systems for preventing, managing, tracking, and reporting workplace injuries and illnesses. We encourage employees to report incidents immediately to HR. Comprehensive measures include classifying and recording cases of injury and illness, ensuring necessary medical treatment, conducting thorough investigations, implementing corrective actions, and promoting a smooth return to work.

3.4 OFFICE FACILITIES

We prioritize the welfare of our workers at the office by ensuring convenient access to clean toilet facilities, potable water, and hygienic food preparation, storage, and eating spaces. These facilities are meticulously maintained for cleanliness and safety. Furthermore, workers are provided with adequate lighting, heat, ventilation, secure storage for personal items, and reasonable personal space.

Employees receive relevant health and safety information in English. This information is also visibly posted in accessible locations throughout the office. We foster an environment where employees are encouraged to raise health and safety concerns without fear of retaliation.

4. ENVIRONMENT

Qaelum recognizes that environmental responsibility is integral to producing world-class products. We identify environmental impacts, maximize carbon reduction and minimize negative effects on the community, environment and natural resources within our operations, while protecting the health and safety of the public.

4.1 ENVIRONMENTAL PERMITS AND REPORTING

To be in line with our commitment to responsible environmental management, we regularly obtain, maintain and update all necessary environmental permits, approvals and registrations. These essential credentials ensure that our operations comply with relevant regulatory standards and we closely adhere to operational and reporting requirements.

4.2 AIR EMISSIONS

Our biggest polluter and main cause of carbon emissions is taking flights to get to customers, conferences and our headquarters in Leuven. Beyond that, all of our employees use public transportation - whenever possible - as often as possible. When we have a meeting at headquarters, colleagues who work outside Belgium come by direct flights (if possible) and take the train from the airport to Leuven. We try to keep these meetings to a minimum.

We strive to minimize the ecological impact of our activities by encouraging virtual (online) meetings with (potential) customers and colleagues working outside Belgium. Only those conferences with an estimated high impact on meeting (potential) customers and/or (potential) commercial/research partners are selected.

4.3 WATER AND ENERGY MANAGEMENT

Qaelum is committed to embracing the principles of the circular economy. Central to this commitment is our steadfast commitment to keep materials within the economic cycle as much as possible, creating lasting value for the future. By nurturing a circular economy, we proactively contribute to sustainable practices that extend the life and utility of resources, in line with our broader commitment to environmental stewardship.

All waste is carefully sorted at the office. In addition, empty batteries are collected and systematically recycled.

4.4 COMMUNITY ENGAGEMENT

In alignment with our ongoing environmental commitments, Qaelum also strives to maximize the utilization and procurement of local products and services. We recognize the significance of nurturing local economies and minimizing our ecological footprint.

Furthermore, we emphasize our dedication to enriching local communities through an array of social partnerships or local purchases. These efforts are geared towards creating a positive impact, fostering growth, and promoting social well-being in the regions we operate in.

5. ETHICS

At Qaelum, we recognize the significance of ethical practices as a guiding force that underpins every facet of our operations. In this dedicated section, we delve into the principles that govern our ethical compass, showcasing our commitment to integrity, transparency, and responsible decision-making.

5.1 BUSINESS INTEGRITY

In every interaction within the realm of business, Qaelum is unwavering in its commitment to the highest echelons of integrity. We adamantly stand against any form of bribery, corruption, extortion, and embezzlement.

5.2 NO IMPROPER ADVANTAGE

The principle of fairness governs every aspect of our operations. We prohibit the promise, offer, authorization, giving, or acceptance of bribes or other improper means to gain undue advantage. Our commitment extends to direct and indirect transactions, where no action that compromises the integrity of our business dealings will be tolerated. To ensure compliance with local anti-corruption laws, we institute vigilant monitoring, record-keeping, and enforcement procedures.

5.3 DISCLOSURE OF INFORMATION

Every business transaction is conducted transparently, and Qaelum's records impeccably reflect this transparency. Information pertaining to labor, health and safety, environmental practices, business activities, structure, financial standing, and performance are disclosed in accordance with pertinent regulations and industry norms. We steadfastly reject the falsification of records or misrepresentation within our supply chain, as these actions are unequivocally contrary to our ethical standards.

5.4 INTELLECTUAL PROPERTY

Respect for intellectual property rights stands as a central tenet of our ethical code. We undertake the transfer of technology and know-how with the utmost care to safeguard these rights. Additionally, we prioritize the security of customer and supplier information, upholding their confidentiality with the utmost diligence.

5.5 PROTECTION OF IDENTITY AND NON-RETALIATION

At Qaelum, our commitment to ethics is unwavering. We prioritize programs that shield the identities of supplier and employee whistleblowers, fostering a safe environment for voicing concerns.

We offer a secure platform for reporting potential misconduct while ensuring confidentiality and anonymity. Our approach promotes openness and accountability, reinforcing our dedication to ethical practices and transparency. This collaboration underscores our commitment to maintaining integrity across all aspects of our operations.

5.5.1 PRIVACY AND INFORMATION SECURITY

Qaelum commits to protecting the reasonable privacy expectations of personal information of everyone they do business with, including suppliers, customers, consumers, and employees, according to GDPR regulations. We comply with privacy and information security laws and regulatory requirements when personal and non-personal information are collected, stored, processed, transmitted, and shared.

6. MANAGEMENT

6.1.1 MANAGEMENT ACCOUNTABILITY AND OVERSIGHT

Our commitment to social and environmental responsibility is underlined by policy statements that not only endorse compliance and continuous improvement, but are also closely monitored by the EXCOM team. To ensure the effective implementation of management systems and associated programs, Qaelum designates the CEO and the EXCOM-team as the accountable body. This team consistently evaluates the status of these systems, ensuring their alignment with our commitment to responsible practices.

6.1.2 STRATEGIC RISK ASSESSMENT AND MITIGATION

Our operations undergo rigorous assessment to identify risks across legal compliance, environmental impact, health and safety, and ethical conduct. These risks are then ranked for significance, followed by the implementation of appropriate controls to manage them effectively while ensuring regulatory adherence.

6.1.3 TRAINING AND EFFECTIVE COMMUNICATION

Comprehensive training led by HR equips managers and employees with the knowledge needed to implement our policies and procedures while adhering to laws and regulations. Clear and accurate communication extends our policies, practices, expectations, and performance information to workers, suppliers, and customers.

HR presents training to managers and employees to explain and implement Qaelum's policies and procedures and to comply with applicable laws and regulations. This way all information about our policies, practices, expectations and performance to workers, suppliers and customers are communicated in a clear and accurate way.

6.1.4 ENGAGING WORKER INPUT AND RESOLVING GRIEVANCES

A feedback process is established, bolstered by an effective grievance mechanism: Our internal HR system. This empowers workers to voice concerns, report violations, and engage in a continuous improvement cycle. Our commitment extends to creating a secure environment where grievances and feedback can be shared without fear of reprisal or retaliation.

6.1.5 MONITORING AND REMEDIATION

To ensure adherence to (local) laws and this Declaration, concerning social and environmental responsibility, yearly self-assessments are conducted by the EXCOM-team in cooperation with the HR team. These assessments are instrumental in identifying

deficiencies, which are promptly addressed through a comprehensive corrective action process.

6.1.6 DOCUMENTATION AND RECORDS

Stringent documentation and record-keeping are in place to verify regulatory compliance and align with company requirements. The utmost confidentiality is maintained to safeguard sensitive information, upholding privacy and security.

7. NO RELEVANCE (YET) FOR QAELUM

There are certain components that are not currently applicable to Qaelum's operations.

7.1.1 INDUSTRIAL HYGIENE

Our employees do not encounter chemical, biological, or physical agents. If any potential hazards are identified, immediate contact should be made with the Office Manager or HR Manager.

7.1.2 PHYSICALLY DEMANDING WORK

Our workforce is not exposed to physically demanding tasks, which include manual material handling, heavy or repetitive lifting, prolonged standing, and highly repetitive or forceful assembly tasks. If any of these hazards are identified, the Office Manager or HR Manager should be promptly informed.

7.1.3 MACHINE SAFEGUARDING

Our production processes do not involve the use of machinery. As a result, physical guards, interlocks, and barriers are neither provided nor maintained. Should any employee notice the presence of heavy machinery, HR should be contacted immediately to explore suitable solutions.

7.1.4 HAZARDOUS SUBSTANCES

Chemicals, waste, and materials with potential hazards to human health are strictly prohibited in our office. If any such substances are discovered on the premises, the Office Manager or HR Manager must be notified promptly to determine appropriate action.

7.1.5 PACKAGING

As a general practice, Qaelum prefers reusable packaging that minimizes waste generation and can be easily returned. Packaging that is difficult to recycle or contributes to waste is avoided. Presently, Qaelum does not engage in product packaging; hence, this aspect is not currently applicable. In the future, should product packaging become relevant, a circular approach will be adopted to ensure both product safety and quality, while minimizing unnecessary packaging.

7.1.6 ANIMAL WELFARE

Animals are to be treated with respect, minimizing pain and stress. Animal testing is not relevant to Qaelum's operations, and no such testing will be conducted for research or regulatory compliance demonstration.