

Gender Equality & Diversity Policy

Status: Formal Corporate Policy | Applicability: All Employees & Contractors

Version: 2026.1

Endorsed by: Gianvito Grasso, President of the Board of Managers, CEO & Founder

1. Our Commitment

In Virtuo Laboratories SA, based in Switzerland, is dedicated to fostering an inclusive, innovative, and safe working environment. As a startup, we recognize that diversity drives creative breakthroughs in our innovation projects. We strictly adhere to the [Swiss Federal Act on Gender Equality \(GEg\)](#) and ensure equal opportunities regardless of gender, background, or identity.

2. Core Pillars & Implementation Measures

- *Pillar 1: Public Engagement & Accountability*

This policy is publicly endorsed by executive management and accessible via our corporate channels. Due to our lean team size, we review these objectives annually during strategic board meetings. This policy is approved by the Company's Board and published on the company website, hence it is accessible to all employees, advisors and the public at large.

- *Pillar 2: Fair & Unbiased Recruitment*

We design all technical job descriptions using gender-neutral language. For our research and development vacancies, candidates are evaluated solely on technical merits, capability, and potential.

- *Pillar 3: Work-Life Balance & Flexible Culture*

We actively support hybrid work options, flexible working hours, and part-time arrangements to accommodate family and personal responsibilities, ensuring that caretaking duties do not hinder professional contribution.

- *Pillar 4: Gender-Neutral Compensation*

We practice equal pay for equal work. To prevent structural discrepancies as we scale, we utilize the best practices to manage salary structures transparently.

- *Pillar 5: Zero Tolerance for Harassment*

We maintain a strict zero-tolerance policy toward any form of discrimination or sexual harassment. Team members have direct, confidential access to executive management, and external advisory boards if required, to report any workplace concerns safely. All formal or informal grievances are acknowledged within three

working days. Investigations are conducted promptly and confidentially by impartial management or external advisors, ensuring fair hearings and protective interim measures for all parties involved.

- *Pillar 6: Continuous Training & Unconscious Bias Awareness*

We commit to building an inclusive workplace culture through targeted, regular education.

- Onboarding: Every new team member completes a dedicated module on workplace inclusion, anti-harassment, and code of conduct within their first 30 days.
- Annual Briefing: The entire team participates in a yearly, 1-hour interactive briefing focused on recognizing and mitigating unconscious bias in product development, research, and daily collaboration.
- Leadership Training: Management periodically reviews best practices for unbiased performance evaluation and inclusive team leadership.

- *Pillar 7: Proportional Metrics & Data Tracking*

Due to our small team size, we track diversity using clear, direct metrics updated annually on a rolling basis. We monitor:

- Gender Balance: The percentage of women/underrepresented genders across the total team, management roles, and external scientific advisory boards.
- Recruitment Funnel: The proportion of diverse applicants reaching the final interview stages for open innovation/technical roles.
- Pay Equity Verification: Annual internal review of basic salary distributions to ensure zero gender-based pay gaps, using principles aligned with the Swiss federal frameworks.

3. Dedicated Oversight

Responsibility for monitoring and updating these standards sits directly with the executive management team. Sertac Yeltekin, as COO and Founder, covers the role of Gender Equality Coordinator, with a mandate until January 2029, to implement this plan.

Signed:

Gianvito Grasso

President of the Board of Managers, CEO and Founder

In Virtuo Laboratories SA

Date: 20.10.2026