

Personnel management (continued)

Key documents

Internal regulations

- ▶ Human Rights Policy of Magnit PJSC
- ▶ HR Strategy
- ▶ Internal Workplace Regulations
- ▶ Regulations on Remuneration
- ▶ Regulations on Remote Working
- ▶ Regulations on Digitalisation of Labour Documents
- ▶ Regulations on the Social Programmes of JSC Tander
- ▶ Regulations on Employee Awards from the Ministry of Agriculture of the Russian Federation
- ▶ Regulations on Badges of Distinction for Employees of Selta LLC
- ▶ Regulations on Badges of Distinction for Employees of JSC Tander
- ▶ Internal regulations governing employee competitions

External documents

- ▶ Russian Labour Code

2022 highlights



Achievements and awards

- ▶ The employer brand loyalty index in the media improved by 4 points over three years (from 0.7 to 1.1), and by 3 points in 2022 (from 0.8 to 1.1), with the market average of 0.4, the highest metric across all market players.
- ▶ Overall turnover at DIXY declined by 20.7% as a result of staff incentives.
- ▶ Occupational injury rates stabilised despite an increase in the Company's headcount.
- ▶ Major project to introduce remote and hybrid work formats for office staff completed, with cost savings reaching RUB 100 million.
- ▶ HR IMPACT and Crystal Pyramid industry awards given for Magnit's initiatives set to develop a gamification platform and professional contest system; the Caring for People competition held.
- ▶ Magnit's two advertising campaigns (Sightseeing and Prescription for a Pharmacist) awarded at nationwide and international creative festivals: Red Apple (silver), Perspectum Awards (two bronze awards), Sostav.ru: Results of the Year (shortlisted), Tagline Awards (silver) and White Square (shortlisted).
- ▶ Departmental awards given to 937 employees, up 40% compared to 2021.
- ▶ 5,583 Magnit employees reached semi-finals and finals of professional competitions.
- ▶ Number of volunteers amongst Magnit employees increased 3.5x compared to 2021.
- ▶ Volunteering in different areas at DIXY divisions.



Employee training and development

- ▶ A Career Management programme for Magnit's office staff implemented.
- ▶ A mentoring system for office staff introduced.
- ▶ The Training Store in Each Supervisor Sector project implemented and supported across DIXY divisions, mentors selected and trained.
- ▶ The Supervisor Onboarding Programme launched across DIXY divisions.
- ▶ DIXY Logistics staff engagement project comprising 20+ initiatives implemented.

- ▶ Cashier competencies introduced for the WorldSkills national contest of working professions to increase the appeal of and attract young talent to the profession.
- ▶ Beyond Work, a series of educational lectures, webinars, podcasts for Magnit employees, including new courses Psychological Support for Employees in Turbulent Times, Conscious Parenting in partnership with the Faculty of Psychology at Moscow State University, and Webinars on Pets, launched.



Recruitment

- ▶ A recruitment advertising campaign designed and launched to attract the 60+ audience – Jobs for Young People Over 60.
- ▶ A cooperation agreement signed with the Moscow Employment Centre to cover Magnit's hiring needs.
- ▶ A recruitment advertising campaign designed and launched in Uzbekistan to attract job seekers to the M Cosmetic brand.
- ▶ A recruitment advertising campaign for the DIXY brand designed and launched.



Social support

- ▶ The Corporate Academy programme launched to retrain specialists from other retail segments who have lost their jobs, as well as disadvantaged people, featuring subsequent employment.
- ▶ Sharing the Warmth initiative launched for 60+ employees at Magnit in the Moscow region that includes staff training on and discussions of process improvement ideas with heads of branches.
- ▶ A programme for socially disadvantaged categories of employees kicked off, under which 80 free trips were provided to eligible employees.
- ▶ 176,000 New Year presents were given to our employees' children, up 6,000 YoY.



Health and safety

- ▶ The Company's Occupational Health and Safety Management System updated to factor in the requirements of new Russian regulations on occupational health and safety.
- ▶ Risk-oriented approach to the Occupational Health and Safety Management System implemented.
- ▶ Measures taken to comply with new requirements of labour laws related to staff training in occupational safety and accident investigation.



Digital solutions for staff

- ▶ Specialised information systems (to create IT career tracks, automate the recruitment process, as well as for internal side jobs) developed and implemented.
- ▶ Magnit media portal, a platform for supporting, developing corporate culture and engaging employees in corporate life, launched.
- ▶ Your Magnit mobile app scaled up, with the number of unique users reaching 190,000 employees by December 2022.
- ▶ Managers of our 21,000 stores (or 78%) visited our in-house gamification website on a monthly basis to improve the performance of their business processes.
- ▶ Notifications about new employees hired at DIXY stores automated.
- ▶ Time tracking and calculation of bonuses for DIXY's delivery drivers fully automated.