

Gender Equality Plan (GEP)

Twin Terra Ltd.

Legal status: Private SME

Country: United Kingdom

Date of establishment: 08 October 2024

Date of adoption: 01 January 2025

1. Institutional Commitment and Public Availability

Twin Terra Ltd. formally adopts this Gender Equality Plan (GEP) as a binding policy document. The GEP is approved and signed by the company's top management (Director) and is publicly available on the company website or provided upon request.

Twin Terra Ltd. commits to gender equality, equal opportunities, and non-discrimination across all its activities.

Responsible authority: Director, Twin Terra Ltd.

2. Dedicated Resources for GEP Implementation

Twin Terra Ltd. is currently a micro-enterprise. Responsibility for implementation, monitoring, and review of this GEP lies directly with the Director.

Dedicated resources are ensured through:

- allocation of staff time by the Director for GEP implementation;
- use of external expertise and publicly available training resources on gender equality and unconscious bias as needed;
- proportional allocation of financial resources for training and policy updates as the company grows.

As the company expands, responsibilities and resources for gender equality will be formally assigned and documented.

3. Data Collection and Monitoring

Twin Terra Ltd. applies a proportional data management approach appropriate to its size and legal obligations. Any personnel-related data collection is limited to what is strictly necessary for administrative, legal, and reporting purposes.

At present, this consists of basic workforce information (e.g. number of staff and contractual status). Where required, such information may be reviewed in an aggregated and anonymised manner. No unnecessary personal data is collected.

A periodic internal review of equality and non-discrimination practices will be conducted to ensure continued compliance with applicable regulations. Data collection and monitoring practices will be reviewed and adapted only if and when the company expands and legal or contractual obligations require it.

4. Training, Awareness Raising, and Unconscious Bias

Twin Terra Ltd. commits to awareness raising and training on:

- gender equality;
- prevention of discrimination and harassment;
- unconscious gender bias.

Currently, the Director undertakes self-training through recognised online courses and guidance documents. When staff are recruited, awareness-raising activities and basic training on gender equality and unconscious bias will be provided to all staff and decision-makers. Evidence of such activities will be retained.

5. Thematic Areas Covered by the GEP

5.1 Work–Life Balance and Organisational Culture

Twin Terra Ltd. promotes flexible working arrangements, remote work options, and respect for work–life balance regardless of gender or family responsibilities.

5.2 Gender Balance in Leadership and Decision-Making

As a single-founder company, leadership and decision-making are currently held by one person. As the company grows, Twin Terra Ltd. commits to ensuring zero bias or

discrimination in the appointment of leadership and decision-making positions. Selection will be based solely on merit, qualifications, experience, and performance, using transparent and fair procedures, regardless of gender or any other personal characteristic.

5.3 Gender Equality in Recruitment and Career Progression

Twin Terra Ltd. commits to gender-neutral recruitment processes, inclusive job advertisements, merit-based selection, and equal access to career development opportunities.

5.4 Integration of the Gender Dimension into Research and Innovation

Where relevant, Twin Terra Ltd. integrates gender considerations into research, innovation, digital tools, educational materials, and communication outputs, ensuring inclusive language, visuals, and stakeholder engagement.

5.5 Measures Against Gender-Based Violence and Sexual Harassment

Twin Terra Ltd. applies a zero-tolerance policy toward gender-based violence, sexual harassment, or discriminatory behaviour. Any such conduct is considered unacceptable and will be addressed immediately.

6. Review and Update

This GEP is a living document and will be reviewed at least every two years or when significant organisational changes occur.



Nima Shokri
Director, Twin Terra Ltd.