



## Working Hours, Rest Time & Workload Management Policy Statement Oman Digital Solutions

Oman Digital Solutions is fully committed to respecting and complying with internationally recognized labor standards regarding working hours, rest periods, and workload management, in accordance with applicable laws of the Sultanate of Oman and relevant International Labour Organization (ILO) conventions.

The company ensures that all employees work within legally established maximum working hours and are provided with adequate daily and weekly rest periods, including appropriate breaks during working hours. Overtime, where applicable, is managed in compliance with local labor regulations and is either voluntary or agreed upon in advance, with appropriate compensation or time off in accordance with applicable laws.

Oman Digital Solutions is committed to maintaining a healthy work-life balance for all employees. Work schedules and operational planning are designed to prevent excessive workload and ensure sufficient rest time for employees to perform their duties safely and effectively.

When assigning tasks, setting performance objectives, or defining KPIs, the company ensures that targets are realistic, achievable, and do not encourage or require employees to exceed legally permitted working hours. Employee capacity, workload distribution, and operational priorities are regularly reviewed to ensure compliance with working time standards and to prevent excessive work pressure.

The company continuously monitors and improves its internal practices to align with the best international practices related to working hours, rest periods, and responsible workload management, supporting employee well-being and sustainable business performance.

Founder  
Amir Rizvandi