

CONFLICT RESOLUTION PROCEDURES

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NaviFloor Robotics, Inc.

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1. PURPOSE AND SCOPE

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1. These Conflict Resolution Procedures ("Procedures") establish the formal

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2. These Procedures apply to all employees, contractors, consultants, and ten

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3. These Procedures specifically address conflicts arising from:

- a) Interpersonal workplace disputes
- b) Technical disagreements regarding robotics systems implementation
- c) Cross-departmental resource allocation
- d) Project management methodologies
- e) Research and development priorities

2. DEFINITIONS

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1. "Conflict" means any workplace dispute, disagreement, or difference of op

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2. "Parties" refers to the individuals or groups involved in the conflict.

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3. "Mediator" means a qualified neutral third party, either internal or external.

3. INITIAL RESOLUTION PROCESS

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1. Direct Communication

a) Parties shall first attempt to resolve conflicts through direct, professional communication.

b) Such communication must occur within five (5) business days of the conflict arising.

c) Parties shall document the substance of these discussions in writing.

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2. Supervisor Involvement

a) If direct communication fails to resolve the conflict within ten (10) business days, parties shall escalate the matter to their immediate supervisor(s).

b) Supervisors shall schedule a joint meeting within three (3) business days of notification.

4. FORMAL MEDIATION PROCESS

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1. Initiation

a) If supervisor-level resolution fails, any party may request formal mediation by submitting Form HR-M101 to Human Resources.

b) Human Resources shall appoint a qualified mediator within five (5) business days of request.

days. - 4 -

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2. Mediation Procedure

- a) Mediation sessions shall be scheduled within ten (10) business days of mediator appointment.
- b) Each party shall submit a written statement to the mediator three (3) days before the session.
- c) Mediation sessions shall not exceed four (4) hours without mutual agreement.

5. TECHNICAL DISPUTE RESOLUTION

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- 1. For conflicts involving technical matters related to robotics systems or navigation:
 - a) The Chief Technology Officer shall appoint a Technical Review Panel.

b) The Panel shall consist of three (3) senior engineers not directly involved in the dispute.

c) The Panel shall render a written decision within fifteen (15) business days

6. DOCUMENTATION AND CONFIDENTIALITY

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1. All conflict resolution proceedings shall be documented using Form HR-M

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2. All documentation shall be maintained confidentially by Human Resource

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3. Parties are prohibited from discussing mediation proceedings outside the f

7. ENFORCEMENT AND COMPLIANCE

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1. Failure to participate in good faith in these Procedures may result in discipline.

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2. The Chief Human Resources Officer shall review compliance quarterly.

8. AMENDMENTS AND MODIFICATIONS

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1. These Procedures may be amended by written notice from the Company's Board of Directors.

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2. Amendments shall be effective thirty (30) days after notification to all Personnel.

APPROVAL AND ADOPTION

APPROVED AND ADOPTED by the Executive Committee of NaviFloor R
January 15, 2024.

By:

Dr. Sarah Chen

Chief Executive Officer

By:

Richard Torres

Chief Operating Officer

ATTEST:

Corporate Secretary

NaviFlogr Robotics, Inc.

