

FINCA PROTECTS STAFF WITH HR POLICIES

FINCA Peru documents their HR policies in a formal manual that protect the rights and interests of employees. Highlights of the institution's HR practices include:

- **Equal employment opportunity between men and women:** FINCA Peru employs affirmative action in the recruiting, hiring, and training of staff, and it prioritizes the hiring of women.
- **Maternity leave:** New moms have a three-month leave, and once back at work, their workday is reduced by one hour for a full year to allow them to take nursing breaks.
- **Continuous training:** Employees receive training on job duties, and they can also access personal development training on topics such as how to deal with personal and family issues, stress management, etc. Recently, FINCA Peru started offering coaching sessions with external consultants.
- **Continuing education:** Employees are encouraged to continue their formal education. FINCA Peru enables them to have flexible work hours so they can attend school, and it sponsors up to 50% of tuition.
- **Interest-free loans:** Employees have access to interest-free loans to use toward housing, education, and health needs, as well as access to low interest rate loans for family businesses. Office staff participate in a communal bank through which they can save and have quick access to loans.
- **Safety risks:** FINCA Peru has formal safety regulations, to ensure that all employees feel safe, particularly those working in rural areas. For example, all transport vehicles are maintained regularly, and all employees have health and accident insurance.
- **Family-friendly environment:** Employees' families are invited to participate in outings, sports, and special celebrations. Also, employees can take leave to attend important school events and family celebrations or to care for sick family members.