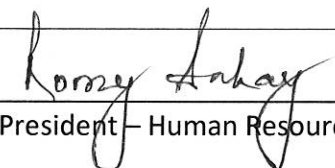


FOR INTERNAL CIRCULATION ONLY

Policy on: Equal employment opportunity, diversity and inclusion	Effective date: 2 November 2018
Approved by:  President – Human Resources	Policy No: 33 Number of pages: 2

- 1. Philosophy** We are committed to provide equal employment opportunities to a diverse and talented workforce and creating a workplace where everyone is treated with equality, fairness, dignity and respect. We recognize this as a key competitive advantage and we are committed to leveraging this heterogeneity of thought, opinion and background to create rich culture, dynamic environment, equality that leads to higher performance, innovative solutions, attract and retain talent.
- 2. Application** This policy applies to all employees of DFPCL, STL, its subsidiaries and affiliates [hereinafter individually and collectively referred to as “Company” or “the Company”]. It is applicable both inside and outside of the workplace that is related to the work, e.g. at meetings, social events and trainings, etc.
- 3. Policy** As a company, we are committed to:

 - Provide a safe and inclusive working environment where every employee is respected and valued for their unique capabilities, experiences and personal characteristics and every employee can participate and contribute to their maximum potential towards achieving business goals.
 - Provide equal employment opportunities, without any discrimination on the grounds like age, color, gender, disability, marital status, nationality, caste, religion, sexual orientation and socio-economic background etc.
 - Respect and support diversity in physical and mental ability, experience, education and any other area of potential difference.



4. **Implementation:**
- The Unit HR Lead and the Sector HR Head shall have the responsibility of assuring compliance with this policy.
 - Every employee in the company must take personal responsibility for treating each other with respect and dignity.
 - Any employee who violates this Policy, or in any manner discriminates with any person with disability, renders any harassment, bullying, or any other such vilifying behavior may be exposed to disciplinary action as decided by the Company.
 - In case of complaint from an employee, they will be protected from coercion, intimidation, interference, discrimination or retaliation for filing a complaint or assisting in an investigation.

