



## **SHIVALIK BIMETAL CONTROLS LIMITED**

### **EQUAL OPPORTUNITY POLICY**

#### **1. PURPOSE**

- 1.1 Our success is based on our people. We treat each other with respect and dignity and expect everyone to promote a sense of personal responsibility. We recruit competent and motivated people who respect our values, provide equal opportunities for their development and advancement, protect their privacy and do not tolerate any form of harassment or discrimination.
- 1.2 “We embrace diversity and respect the personal dignity of our fellow employees. Shivalik Bimetal Controls Limited (herein collectively referred to as “Company”) respects the personal dignity, privacy and personal rights of every employee and is committed to maintaining a workplace free from discrimination and harassment. Therefore, employees must not discriminate on the basis of origin, nationality, religion, race, gender, age or sexual orientation, or engage in any kind of verbal or physical harassment based on any of the above or any other reason. Employees who feel that their workplace does not comply with the above principles are encouraged to raise their concerns.”

#### **2. SCOPE**

- 2.1 The Equal Opportunity Policy is applicable for all job applicants and employees of Shivalik Bimetal Controls Ltd. (SBCL) and their Subsidiaries.

#### **3. POLICY FRAMEWORK**

- 3.1 In lieu of the Rights of Persons with Disabilities Act, 2016 and rules thereunder, company shall ensure that proper infrastructure and reasonable accommodation is provided to persons with disability to enable them to effectively discharge their duties at the establishment.
- 3.2 Shivalik ensures that no opportunity will be denied to Persons with Disabilities and there will be no discrimination of any manner.

#### **4. GUIDING PRINCIPLES**

- 4.1 Towards this, we will:
- ❖ Treat everyone with respect and dignity. This includes all employees and workers, contractors and their employees, vendors, supplier, clients and their representatives, people in the communities in which we operate and anyone with whom we engage.



- ❖ Ensure zero tolerance towards any form of bullying, harassment and behavior that is discriminatory or victimizes any individual or group in our workplaces including zero tolerance towards sexual harassment.
- ❖ Have a robust framework to attract, engage and retain talent of all genders, nationalities and abilities.
- ❖ Provide employment opportunities without any discrimination based on gender, sexual orientation, disability, marital status, pregnancy & maternity, caste, socio-economic status, religion, nationality, ethnicity, race, colour, age, religious or political views.
- ❖ Ensure equal opportunities with respect to recruitment, learning, development, promotion, employee benefits, separation and other aspects of employment relationship based solely upon performance, potential and qualifications required for the job.
- ❖ Encourage and support our partners to adopt the above said guiding principles.

## **5. REVIEW TIMELINES**

5.1 The policy will be reviewed periodically.

## **6. COMMUNICATION OF POLICY**

6.1 Policy will be available on our website to all employees. It will also be available at all conspicuous places in factories and Head Office.

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Note: This policy was adopted by the Board of Directors of the Company at its meeting held on 07<sup>th</sup> February, 2023.