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**Equal Employment Opportunity Policy**

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## **Equal Employment Opportunity Policy**

### **1. Vision**

At PI Group, we are committed to providing equal opportunities in employment and create an inclusive work environment. We encourage Diversity in all forms and take it as one of our pillars of strength.

### **2. Purpose of the Policy**

We strive to –

- Create and nurture an employee-centric work culture through the practice of equal and fair opportunities for all qualified applicants.
- Adhere to law pertaining to equal employment opportunities and fair employment practices.
- Maintain work environment free from harassment based on age, color, physical ability, marital status, gender, maternity status, parental status, family status, ethnic origin, nationality, religion, sexual orientation, gender identity or re-assignment.
- Create an equitable work environment where an individual's capability and qualifications are recognized and rewarded in both financial and non-financial terms.
- Create an equitable, diverse, and inclusive work culture to elevate productivity.
- Nurture a culture that leverages the background, collective experiences of all our team members and establish a valuable market presence.
- Sensitize all the staff and employees through regular trainings to create an equitable work environment.

### **3. Scope**

The Equal Employment Opportunity policy is applicable for all the potential talent who seek to join PI and staffing companies, contractors for hiring. The policy envelops permanent hiring, contractual hiring during all terms and conditions of employment which includes, recruiting/placement, promotion, termination, layoffs, transfer, leave policy, trainings, and compensation.

### **4. Guidelines. Review.**

In accordance with the provisions of the Rights of Persons with Disabilities Act, 2016 and Rules PI shall ensure –

- Workspace including offices, manufacturing locations, depots and business sites should be free from any discrimination against persons with disabilities
- All facilities, amenities and assistance shall be provided to persons with disabilities to enable them to effectively discharge their duties in the establishment
- Prepare a list of positions which are suitable for persons with disabilities in the establishment and shall notify and display such positions during the recruitment or hiring process
- Persons with disabilities post selection in various positions, shall be supported with post recruitment assistance such as training, provision for transfer, special leaves, allotment of residential accommodation if applicable or any other suitable facilities
- Provide accessible infrastructure, assistive devices, and any other provisions for persons with disabilities



## **PI Industries Limited**

- Appoint a designated officer to look after recruitment and special assistance services for persons with disabilities.
- Review the Policy once every three years to comply with changes in the law which will include an assessment of the effectiveness of the Policy.
- As and when any regulations (applicable to the subject under consideration) are amended or modified, they shall apply to the policy automatically.

### **5. Information Dissemination & Implementation of the policy**

- Sensitising the team on ways to embrace equality and diversity.
- Periodic trainings for entire workforce.

### **6. Grievance Redressal**

We have a strong mechanism in place. Should anyone want to report any compliance violations there is a 'vigil mechanism' published by the company on the company's website which any person may follow to file the complaint even if they want to file it anonymously.

Authorized Signatory:

Date:9<sup>th</sup> August 2023

Chairperson of Board of Directors

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