



Greaves Cotton Limited

Human Rights Policy

Human Rights Commitment:

Greaves Cotton Limited and its subsidiaries ("the Company") are committed to demonstrating respect towards the basic human rights of all stakeholders that it encounters through products, services, contracts, purchases, and its other business operations. It respects the human rights of its customers, employees, workers, value chain partners, companies, and the community, in accordance with the Indian Constitution and the applicable Indian Labour Laws. It is also guided by fundamental principles of human rights, such as those enumerated in the United Nations Universal Declaration of Human Rights and the International Labour Organization's Declaration on Fundamental Principles and Rights at Work, International Bill of Human Rights, as well as the United Nations Guiding Principles for Business and Human Rights, which outlines the application of human rights to businesses.

This policy is intended to express the Company's commitment to do business with ethical social values and embrace practices that support human rights in every geography that it operates in.

Scope:

This policy applies to all stakeholders who engage with the Company and its subsidiaries, including but not limited to employees, workers, interns, customers, suppliers, vendors, distributors, agents, contractors, and value chain partners. The Company is committed to respecting and upholding the fundamental human rights of all its stakeholders, in accordance with the Indian Constitution, applicable Indian labour laws, and international human rights norms and standards. The Company encourages all stakeholders to adopt and promote the principles and values outlined in this policy, and to work collaboratively towards the realization of human rights for all.

Policy Statement:

The Company is committed to respect and protect human rights in all aspects of its operations. The Company believes that all individuals should be treated with dignity, fairness, and respect and that their fundamental human rights should be upheld.

The Company will recognize its responsibility to ensure that its business practices do not cause or contribute to human rights abuses.

The Company will strive to create a safe and healthy workplace for its workforce, where their rights are respected, and they are not subjected to discrimination, harassment, or any other form of mistreatment.

The Company will commit to pay fair wages and provide reasonable working hours and complying with all relevant laws and regulations on labour rights and protections.

The Company will establish effective grievance mechanisms for its employees, customers, suppliers, and other stakeholders, and ensure that they have access to these mechanisms and can report any human rights concerns or grievances without fear of retaliation.

The Company will also provide relevant training and education to its employees. The Company also endeavours to conduct awareness programmes for business partners on human rights and encourage them to integrate these principles into their daily practices.

This policy statement is part of the organisation's commitment for upholding human rights, and it will regularly review and update its policies and practices to ensure their effectiveness.

The key Aspects that are covered under this policy include:

- **Diversity & Inclusion, Equal opportunity, Recruitment, and non-discrimination**

- The Company is committed to provide equal employment opportunities to all individuals regardless of their gender, ethnicity, religion, nationality, sexual orientation, caste, age, disability, birth, family responsibilities, marital status, medical history, social origin, political opinion, and race. The Company recognizes and values diversity as a core strength and is committed to building an inclusive workplace where all employees feel valued, respected, and supported.
- The Company ensures that all employment decisions, including recruitment, selection, promotion, and compensation, are made solely based on merit, qualification, and performance, without discrimination of any kind.
- The Company is committed to create a culture that promotes diversity, equity, and inclusion, and values the unique perspectives and experiences of all individuals. The Company provides regular training and development programs to its employees to promote awareness of unconscious bias and to foster an inclusive workplace culture.
- The Company will regularly monitor and reviews its policies and practices to ensure compliance with applicable laws and regulations related to diversity, inclusion, and equal employment opportunity. The Company also encourages employees, workers, suppliers and customers to report any incidents of discrimination or harassment and provides a mechanism for reporting such incidents confidentially and without fear of retaliation.

- **Bullying and Harassment-free workplace**

- The Company is committed to provide a work environment free from all forms of harassment, whether physical, verbal, or psychological. Any form of unwanted

and unsolicited behaviour is considered harassment. It is the conduct that, in the view of others, violates the dignity of a colleague or leads to the development of an intimidating, hostile, degrading, or offensive environment.

- The Company respects the right to freedom of opinion and expression. The Company has “Zero Tolerance” towards any form of harassment including sexual harassment, physical and mental harassment.
- The Company strives to provide a safe place to work and prohibit any form of sexual harassment. Therefore, it is unacceptable for any employee to engage in sexual harassment against another colleague. Therefore, the Company's Policy on Prevention of Sexual Harassment seeks to prevent such instances and specifies what to do if an employee suspects that a breach of the policy has occurred. The policy lays forth the preventive measures taken and the process for handling complaints, should they be made.
- The Company has developed a Policy on Prevention, Prohibition and Redressal of Sexual Harassment of women at Workplace (“POSH Policy”), which is available on the website of the Company at <https://greavescotton.com/>. All the complaints relating to Sexual Harassment will be dealt as per the provisions of the POSH Policy.

- **Freedom of association**

The Company respects the right of employees and workers including contract and casual labour to exercise their lawful right of freedom of association and collective bargaining agreements in accordance with local laws and established practices.

- **Environment, Health, and Safety**

- The Company is committed to protecting the environment and ensuring the health and safety of its employees, customers, and communities.
- It strives for continuous improvement by implementing measures to reduce environmental impact and prevent work-related injuries and illnesses. Compliance with applicable laws and regulations is a top priority, and regular EHS audits and training are conducted.
- The Company endeavours to set measurable objectives, monitors performance, and regularly reviews policies and procedures for effectiveness. It encourages employees and other stakeholders to join in its commitment to EHS excellence.

- **Prohibition of child labour and forced labour**

- The Company is committed to prohibiting child labour and forced labour in all its operations and supply chain. The Company prohibits the employment of anyone below the legal minimum age of employment, as defined by the applicable laws and regulations. The Company ensures that its employees have freely chosen to work for the Company and are not subjected to any form of forced labour, including debt bondage, slavery, or human trafficking.

- The Company expects all its suppliers and contractors to comply with this policy and ensure that their employees are not subjected to any form of child or forced labour.
- The Company is committed to continuously improving its policies and practices related to the prohibition of child and forced labour. The Company maintain a zero-tolerance policy towards any form of forced labour or child labour and encourages its stakeholders to report any suspected violations. The Company is committed to take swift and appropriate action to investigate and provide remedy on any reported violations of this policy.

- **Data privacy**

- The Company is committed to protecting the privacy and confidentiality of personal data it collects, processes, and stores in accordance with applicable laws and regulations. It recognizes the importance of data privacy and the need to safeguard personal data, including that of its employees, customers, suppliers, partners, and other stakeholders.
- The Company will implement appropriate technical and organizational measures to prevent unauthorized access, disclosure, or use of personal data, and to safeguard its confidentiality, integrity, and availability. It also provides regular training and awareness programs to employees on data privacy and security to ensure that they are equipped to handle personal data securely and responsibly.
- The Company will only share personal data with third parties where it is necessary for legitimate business purposes and will only do so in accordance with applicable laws and regulations.

- **Awareness, Training, and skill upgrade**

- The Company shall on a yearly basis conduct Human Rights Awareness Program to educate employees and workers on their rights and obligations to protect fundamental Human Rights.
- The Company shall also be conducting such awareness programs for the value chain partners.
- All our employees are covered under competency development programmes that are suitable for their position within the Company.
- The competency development programme of the Company makes it easier and more flexible to develop competencies for a function along many competency dimensions.
- The Company offers training to all employees equally, regardless of their gender, age, or physical capabilities.

- The Company provides senior leadership-specific programmes. To enhance talent enablement, the Training department provides industry-recognized learning programmes.
- **Wages and Working hours**
 - The Company is committed to ensure fair compensation and adherence to all relevant laws with regard to the payment of wages and working hours.
 - The Company does not discriminate on any basis, including gender, and ensures that it provides the basic minimum salary set by the government to maintain an adequate standard of living. The Company also aims to promote work-life balance and provide a healthy and safe working environment for its employees.
- **Grievance mechanism**
 - The Company has established a grievance mechanism to receive and address human rights complaints and concerns from employees, customers, and other stakeholders.
 - The Company's Whistle-Blower Policy is an important mode through which stakeholders can report any actual or suspected violations.
 - The Company is committed to prevent any human rights violation and any concern or violation w.r.t. Human Rights can be reported as per the mechanism provided under the Whistle Blower Policy of the Company which is available on the website of the Company at <https://greavescotton.com/>.
- **Community Engagement**

The Company will engage with local communities to understand their human rights concerns and to address any adverse impacts of our operations on their rights. We strive to work collaboratively with communities to develop sustainable solutions.
- **Due Diligence, Review and Amendments**
 - The Company undertakes periodic due diligence on human rights to identify, prevent, and mitigate adverse human rights issues by taking necessary corrective actions. The Company also encourages its suppliers and business partners to undertake similar due diligence processes.
 - This policy shall be reviewed once in every three years by the Chief Human Resource Officer to ensure its effective implementation. Any amendments to be made under this policy shall be approved by the Board of Directors of the Company.

If you have any concerns or complaints related to our human rights policy, please contact us at investorservices@greavescotton.com