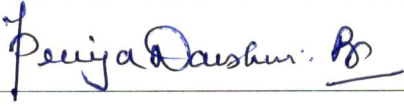


Policy name- Equal opportunities and anti-discrimination policy
Version number – SIL/2025/08.005
Approval Date- 15/10/2025
Revision Date- 02/05/2026
Policy Effective Date-01/11/2025

<u>Prepared & verified by</u>	<u>Approval L1</u>
Priyadarshini KR SGM- HCM	Giridhar Kumar COO
	

EQUAL OPPORTUNITIES & ANTI-DISCRIMINATION POLICY

1. PURPOSE

This policy affirms Sumadhura's commitment to fostering an inclusive, respectful, and equitable workplace. It outlines the principles of equal opportunity and anti-discrimination, ensuring that all employees are treated fairly and without bias throughout their employment lifecycle.

2. LEGAL FRAMEWORK

This policy is aligned with the constitutional provisions of India, including Article 15 and Article 16, which prohibit discrimination and promote equal opportunity in public employment.

It also adheres to relevant legislation such as:

- The Protection of Civil Rights Act, 1955
- The Scheduled Castes and Scheduled Tribes (Prevention of Atrocities) Act, 1989
- The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013
- Sections 354 and 509 of the Indian Penal Code, 1860
- The Persons with Disabilities (Equal Opportunities, Protection of Rights and Full Participation) Act, 1995

3. POLICY OBJECTIVES

- To ensure that all employees and potential employees are provided equal opportunities without discrimination.

Disclaimer

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- To promote a work environment where decisions are based on merit and relevant abilities.
- To encourage proactive measures that foster diversity and inclusion across the organization.
- To administer personnel actions such as compensation, benefits, transfers, and training on a non-discriminatory basis.

4. ANTI-DISCRIMINATION

Sumadhura strictly prohibits discrimination on the basis of religion, race, caste, sex, place of birth, descent, sexual orientation, gender identity, disability, age, or any other protected characteristic.

Any individual who believes they have been subjected to discrimination is encouraged to report the matter to the Internal Complaint Committee.

Retaliation against individuals who raise concerns or participate in investigations is strictly prohibited.

Violations of this policy that constitute unlawful behavior will be reported to the appropriate legal authorities.

5. EQUAL OPPORTUNITIES

Sumadhura ensures equal opportunities in employment, consultancy, and other engagements, regardless of protected characteristics.

All employment-related decisions including compensation, benefits, transfers, and training are made without bias.

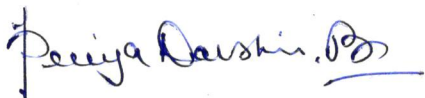
In cases where diversity representation is lacking, Sumadhura may take affirmative action to address the imbalance.

6. HIRING PRACTICES

- Suitable positions at Sumadhura are open to individuals with disabilities.
- Application forms will be made available in alternate formats upon request.

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- Selection criteria will focus solely on essential skills, knowledge, and abilities required for the role.
- Applicants requiring support during the interview process should inform the company in advance.

7. REASONABLE ACCOMMODATION

Sumadhura will provide reasonable accommodations to qualified individuals with disabilities to ensure equal opportunity in employment.

Examples include modified equipment, accessible training materials, flexible work schedules, and reassignment to suitable roles.

Requests for accommodation should be submitted to the Chief Operating Officer with relevant details and justification for approval.

8. EMPLOYEE ENGAGEMENT AND INCLUSION

Company events and meetings will be conducted at accessible venues with accommodations available for employees with disabilities.

Requests for additional leave due to disability will be treated as reasonable accommodation and evaluated accordingly.

9. TRAINING AND DEVELOPMENT

Training materials will be provided in accessible formats upon request.

Requests for assistive aids or accessible venues should be submitted at least one week prior to the training date.

10. ACCESSIBILITY COMPLIANCE

Sumadhura will ensure that physical infrastructure and digital systems comply with accessibility standards.

New or renovated facilities will be evaluated for accessibility compliance.

Employees facing accessibility issues should report them to the facilities team or the Chief Operating Officer.

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11. TRAVEL AND TRANSPORT

Employees with disabilities will be provided accessible transportation and accommodation during official travel.

Requests should be submitted in writing or via email to the HCM head.

12. SELF-IDENTIFICATION

Employees may voluntarily disclose any disability through a self-identification form.

Information can be updated at any time without penalty.

Personal data will be processed in accordance with Sumadhura's data privacy norms(as mentioned in code of conduct policy).

13. GRIEVANCE REDRESSAL

Discriminatory conduct including harassment and victimization will be treated as a disciplinary offense.

Unresolved issues may be escalated to the Chief Operating Officer or immediate supervisor.

14. LIAISON OFFICER

Sumadhura has appointed Head HCM, as the Liaison Officer responsible for promoting an inclusive and accessible workplace.

Responsibilities include ensuring policy awareness, fostering a disability-friendly environment, and developing strategies to prevent discrimination.



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