

## EQUAL OPPORTUNITY POLICY

- This policy applies to all Units/Projects of THDC India limited.
  - Every employee of THDCIL is responsible giving effect to this policy.
  - THDCIL aims to create equal opportunities for all employees so that they work and excel to their fullest potential.
  - It is the policy of THDCIL to provide equal opportunities, without any discrimination on the grounds of age, color, disability, marital status, nationality, race, religion, sex, sexual orientation. The Corporation strives to maintain a work environment that is free from any harassment based on above considerations.
- I. This Equal Opportunities Policy is subject to applicable regulations, qualifications and merit of the individual. This Equal Opportunity Policy is consistently applied throughout the period of employment of the individual right from the recruitment process till superannuation.

### II. Equal Opportunity for Persons with Disabilities

In accordance with the provisions of the Rights of Persons with Disabilities Act, 2016 and Rules, it is Company's Policy to ensure that the work environment is free from any discrimination against persons with disabilities. Further, the Company will take all actions to ensure that a conducive environment is provided to persons with disabilities to perform their role and excel in the same.

The Company will build systems and processes to ensure:

- That appropriate facilities and amenities are provided to persons with disabilities to enable them to effectively discharge their duties in the establishment.
- That provision is made for an accessible environment and of availability of assistive devices as required.
- That the HR Department will ensure a Liaison officer is designated to oversee the provision of required facilities/amenities including the process of recruitment for persons with disabilities.
- That a Grievance Redressal Mechanism for addressing the matters related to the employment of persons with disabilities is available and a Grievance Redressal Officer is appointed to look into any complaints/ grievances of persons with disabilities employed in Organization. That the Corporation will ensure if any grievance does arise and is brought up to the Committee/Authority concerning selection of person(s) with disability for any position, training, promotion, transfer posting, leave & preference in accommodation allocation etc. is dealt in a fair and equitable manner free from any discrimination. That no opportunity is denied to persons with disabilities, merely on ground of disability.
- Any employee who violates this Policy, or in any manner discriminates with any person with disability, or renders any harassment to such person shall be dealt with under the CDA/Standing orders or any other applicable rules of the Company.
- This Policy will be available to all employees via THDCIL Official Website and through internal circulation.
- The General Manager(P&A) is accountable to the CMD to oversee/monitor and promote this policy.