



CENTURY ENKA LIMITED

ANTI-HARASSMENT AND ANTI-DISCRIMINATION POLICY

DOCUMENT CONTROL

Document version

This Policy named as 'Anti-Harassment and Anti-Discrimination Policy' is version 1.1.

Preparation/Revision history

Sr. No.	Date of preparation / modification	Version No.	Modified by	Reviewed and approved by
1	18.05.2023	1.1 (All earlier versions were considered as 1.0)	Human Resource Department	Board of Directors

Issuing Authority

The Anti-Harassment and Anti-Discrimination Policy ('this Policy') is approved by the Board of Directors ('the Board') of Century Enka Limited ('the Company').

Author and Responsible Official

This Policy is to be maintained and updated by way of additions, deletions, and modifications, only by the Human Resource Department in consultation with Legal and Secretarial Department. In case of any additions, deletions and modifications, this Policy shall be reviewed by the Managing Director and subsequently approved by the Board.

Whenever this Policy is amended, the version increases by one unit and the version is to be mentioned in the Document Control section.

Applicability and Usage

This Policy is applicable to each site of the Company viz. manufacturing, project locations, offices etc.

INTRODUCTION

The Company is committed to provide a safe working environment that is free of discrimination and harassment of any form and where basic rights of employees are protected. We follow the relevant international, national, regional, and local directive on these matters, wherein we are committed to respecting the differences, cultivating diversity, and engaging with integrity and inclusion of our workforce, communities and all people whose lives we touch, directly or indirectly, by our operations (all manufacturing sites, projects and offices) and product and services (including our contractors, supplier, customers, dealers and logistics partner). Our Anti-Harassment and Discrimination Policy is in line with internationally recognized frameworks, including the UNGP, UNGC, ILO, Social Accountability 8000 International Standard and its associated international instruments.

Consistent to our values, we are committed to provide a workplace free of discrimination and harassment. Sexual or any form of harassment / discrimination based upon race, colour, religion, gender, sexual orientation, gender identity or expression, age, physical or mental disability, marital status, national origin or ancestry, citizenship status protected by national, state or local law is prohibited. We are committed to working collaboratively with all stakeholders on discrimination and harassment issues proactively.

ENDEAVOURS TO ACHIEVE OUR COMMITMENT

We endeavour to achieve our commitment by:

- Providing equal employment opportunities to all staff and prospective staff and maintaining a working environment free from discrimination, harassment, and bullying.
- Committing to fair pay, transparent compensation principles, and a diverse and inclusive workplace.
- Defining, regularly updating and having zero tolerance for conduct which can be classified as harassment (such as rude or insulting comments, intimidation, bullying, or hostile work environment), sexual harassment (as defined in our policy on Prevention of Sexual Harassment and laws) and discrimination (such pre-defining roles and responsibilities based on stereotypical assumptions and differential treatment).
- Requiring all employees to do Anti-Harassment and Discrimination training periodically, irrespective of their position in the Company.
- Defining escalation and grievance redressal process right from reporting of cases of discrimination / harassment, investigation of the reports to prohibiting any form of retaliation towards the victim, supporting the victim and finally delivering justice by taking corrective or disciplinary action, as much is capable by virtue of the jurisdiction of the Company.

DISSEMINATION

This Policy shall be hosted on the website of the Company for accessibility to stakeholders of the Company and reference or web-link of this Policy, may be disclosed in the reports as required by law from time to time.

INTERPRETATION OR MODIFICATION

The Policy will be amended or modified to align with any amendments made to the SEBI Regulations, the Companies Act, 2013, National & International conventions/directives/principles/standards or such other circulars, guidelines, standards or regulations issued by any statutory or regulatory authority or as and when deemed fit.

In the event of inconsistency of this Policy with any statutory provisions, then the relevant provisions of such applicable law shall prevail upon the provisions of this Policy.