



April 01, 2022

LABOUR & HUMAN RIGHTS POLICY

INTRODUCTION AND PURPOSE:

The employees Bharat Gears Limited (“BGL”/“Company”) together with any subsidiary of BGL from time to time (“BGL Group”) are of great value and the key to our success. The BGL Group must strive to provide a workplace where employees can fulfil their potential in an open and inspirational working environment. We must maintain a strong commitment to high standards that deliver a fair, respectable and safe workplace for all employees in the BGL Group. The purpose of this policy is to define the labour and human rights standards to which all employees in the BGL Group are entitled.

SCOPE

This policy applies to the management, employees and contract workers of all entities in the BGL Group.

REQUIREMENTS

1. NON-DISCRIMINATION

1.1. The BGL Group does not tolerate any form of discrimination against our employees based on race, colour, gender, language, religion, political or other opinion, caste, national or social origin, property, birth, union affiliation, sexual orientation, age, disability, or other distinguishing characteristics.

1.2. Any employment-related decisions, from hiring to termination and retirement, must be based solely on relevant and objective criteria.

2. FORCED LABOUR

2.1. The BGL Group does not tolerate any form of forced labour, including bonded labour, indentured labour and slave labour, or human trafficking. Workers must be allowed to move around freely and leave their place of work when their shift ends.

3. CHILD LABOUR

3.1. The BGL Group does not tolerate the hiring of child labour under any circumstances. The minimum age for full-time employment must be 18 or the legal minimum age for employment, whichever is greater. The BGL Group must refrain from hiring workers under the age of 18 for positions requiring hazardous work that could jeopardize health, safety or morals.

4. FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

4.1. The BGL Group must respect employees' rights to form, join or not join a labour union, or other organization of their choice, and to bargain collectively in support of their mutual interests without fear of punitive actions such as intimidation, harassment or termination of employment.

5. HARASSMENT

5.1. BGL Group companies must protect workers from any acts of physical, verbal, sexual or psychological harassment, bullying, abuse or threats in the workplace by either their fellow workers or their managers.

6. WORKING HOURS, BENEFITS AND WAGES

6.1. The BGL Group must adhere to all applicable laws or industry standards, whichever may be more stringent, relating to payment of minimum wages, working hours, overtime and benefits.

6.2. Employees must not be required to work more than 60 hours a week, including overtime, on a regular basis (or more than the limits on regular hours and overtime allowed by local laws and regulations). Wages for overtime must be paid on a regular basis.

6.3. Wage deductions as a disciplinary measure must not be permitted unless provided for by national law. Employees must be entitled to at least one day off in seven and must be given reasonable breaks while working and sufficient rest periods between shifts.

6.4. The BGL Group must be committed to continuously developing employee skills and capabilities, and to providing opportunities for career advancement.

6.5. In the event of major layoffs, the BGL Group must, as a minimum, satisfy applicable laws and industry standards.

7. LEAVE

7.1. The BGL Group must ensure that all employees have the right to sick leave and annual holiday, as well as parental leave for employees who have to care for a new-born or newly adopted child as provided by applicable legislation. Employees who take such leave must not face dismissal or threat of dismissal.

8. EMPLOYEE CONTRACTS/LETTERS

8.1. All employees must be provided with a written, understandable and legally binding employment contract/letter

Note:

The Executive Committee reserves the right to amend / alter / modify and/or rescind the above.

-Sd-

Naresh Verma

Corporate Head - HR

Date of Release: 01.04.2022