




EQUAL OPPORTUNITY POLICY

Policy Name	Equal Opportunity Policy
Version/Effective Date	01 Jan 2023
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Equal Opportunity Policy

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1. Introduction

Equal Opportunity is essential to the development and upkeep of a productive workplace based on the belief that everyone has the potential to succeed professionally and personally. Innovative concepts emerge when diverse perspectives are brought together. More importantly, an equal opportunity strategy fosters an environment in which every employee believes they are intrinsically valuable. BCCL is committed to diversity in the workforce, systemic equity, and the development of an inclusive culture and to provide its employees with a work environment free of discrimination and harassment. The organization aims to bring people from a variety of backgrounds, beliefs, and experiences together in a setting where everyone feels valued and works together to get better results.

2. Objective

BCCL's Equal Opportunity policy and procedures are outlined in this document. BCCL is an equal opportunity employer and encourages a diverse workforce at all levels of the company. It values and celebrates each individual's uniqueness by fostering an environment of inclusion and empowerment and believes that equal opportunity at work is a tool for growth. Thus, all the policies and procedures adhere to and are in line with all Diversity and Inclusion-specific laws and regulations including the Rights of Persons with Disabilities Act 2016 and Rules made thereunder.

3. Policy Scope

This Policy outlines the obligation to cultivate an environment that is welcoming to all individuals and to respect their dignity and diversity. It directs the interactions with one another and motivates BCCL to support the customers, employees, and communities it serves with deliberate action. The Company ensures that its potential hires, third-party support staff and suppliers are not unlawfully discriminated against, directly or indirectly, as a result of their color, creed, race, nationality, minority, marital or civil partnership status, pregnancy, age, disability, religion or similar philosophical belief, sexual orientation, gender or gender reassignment, or membership in a trade union, etc. and will never tolerate any kind of harassment.

4. Policy Approach

Equal Opportunity policy is prepared to encourage and embrace the employees' diversity at BCCL. The Company is committed to providing a Diverse workforce and Inclusive workplace by promoting and cultivating diversity in gender, culture, differently abled employees, generations and management team (Board). Ensuring that there are various initiatives to attract and retain the professional and talented women employees and different generations can co-exist and grow with their individual goals. Also providing an equitable environment and opportunities to differently abled people along with cultural integration. In case of the appointment of the Board and key management personnel, diversity and inclusion is an integral part of the selection process to ensure effective working.

5. Policy Guideline

Equal Opportunity is everyone's responsibility at BCCL. It requires purposeful action every day. Every employee is responsible for:

- a) Respecting the dignity and diversity of all people.
- b) Creating an environment that welcomes all people and is free of bullying, harassment, and discrimination.
- c) Provide facilities that cater to special requirements of diverse employees.
- d) Making them more aware of the possibility of unconscious bias and the ways in which it could prevent the company from being more inclusive and working together more effectively.
- e) Putting an emphasis on conscious inclusion so that they can be more deliberate in their actions to promote equal opportunity.
- f) Making a personal commitment to help BCCL to fulfill their diversity, equity, and inclusion responsibilities.

6. Considerations

The BCCL adheres to the laws of the nation in which the Company conducts its businesses. This policy is in accordance with the Code of Business Conduct and the applicable laws in India. All employees including the Management team are responsible for understanding and adhering to the local equal opportunity laws and regulations that govern their business activities.