

	Policy	Reference no.	Issue date	Current Ver.	Last rev. date
	HUMAN RIGHTS POLICY	Varroc/HR/2023-24/001	07.02.2024	01	-

Objective:

Our Human Rights philosophy provides a broad framework to ensure that all employees are treated with respect and dignity and that a common set of principles apply to our business practices to ensure that we do not condone human rights violations. We are committed to respecting the human rights of our workforce, communities and those affected by our operations wherever we do business (including our contractors and suppliers).

Commitment:

Varroc is committed to maintaining and improving systems and processes to avoid complicity in human right violations. This policy intends to concisely express our commitment to do business with ethical values and embrace practices that supports human rights, and local labour laws. We commit to:

1. Provide equal opportunity in all aspects of employment for all employees and applicants. To provide a workplace free from any form of discrimination (including race, religion, creed, colour, national origin or ancestry, physical or mental disability, marital status, age, sexual orientation, or any other basis protected under any law or ordinance or regulation)
2. Foster a congenial & harmonious work environment based on professionalism, honesty and integrity, as well as high moral and ethical standards where people feel comfortable and respected, regardless of individual differences, talents or personal characteristics
3. Foster a workplace free from any form of sexual harassment

We believe in treating people with respect and dignity, thereby fostering an atmosphere of open communication, care and candour.

Policy:

Equal Opportunity Employer

We are committed to building a culture in which all employees, including potential candidates can compete in a fair, open and transparent environment. Merit in qualification, performance and capability form the sole criteria for selection. We do not discriminate or allow harassment based on race, colour, religion, disability, gender, national origin, sexual orientation, gender identity, gender expression, age, genetic information, military status, or any other legally protected status.

Harassment Free Workplace

We are committed to providing a work environment free from harassment. Company policy prohibits sexual harassment, race, religious creed, colour, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other type of harassment protected by local law or ordinance or regulation.

Approved and adopted by the Board of Directors of Varroc Engineering Limited on February 7, 2024.

Workplace Diversity

We aim to create an inclusive workplace and leverage the power of diversity for sustainable, competitive advantage, where employees from different backgrounds can have the opportunity to participate, develop and contribute freely and equitably.

Healthy & safe working environment

Varroc is committed to providing everyone with a safe and healthy workplace. We are focused on inculcating a culture of awareness surrounding health and safety.

Deployment of Forced Labor and Child Labour

We are against any form of coerced or prison labour, use of physical punishment or threats of violence or other forms of physical, sexual or psychological abuse as a method of discipline or control.

We are against the exploitation of children (any person below the age of 18 years) through any form of work, Varroc will not accept engagement or support of child labour in any form.

Living Wages

We ensure all employees are paid adequately to maintain a standard of living. At all times Company ensures it pays employees equal or higher than the minimum wages prescribed by governments.

Grievance Mechanism

Varroc implements the above standards by incorporating it in related policies, processes and guidelines across all our business operations. The following grievance mechanism provide all employees, a secure and 24x7 access to raise grievances and to report confidentially and anonymously without fear of retaliation any breach of policies and procedures in Varroc:

- a) Whistleblower Policy
- b) Policy on Prevention and Redressal of Sexual Harassment at Workplace.

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