




HUMAN RIGHTS POLICY

BACKGROUND	SRF Limited recognizes, respects and reinforces 'Human Rights' and is committed towards protection of such rights by creating a safe, secure and healthy working environment for all its employees. We are committed towards creating and sustaining a culture of respect and dignity and support and ensure protection of all human rights of all employees.
POLICY	To provide a set of guidelines that ensure <i>commitment towards</i> and <i>compliance of</i> all 'Human Rights' of all employees of SRF limited.
SCOPE	This policy is applicable to all employees of SRF Limited, India.
DECLARATION	<p>In pursuit of this policy, SRF Limited believes in and is committed towards the following:</p> <p>Protection against forced and/or child labour: All our employees work on mutually agreed terms and conditions defined in the offer letter accepted before the start of employment. In addition, we ensure non-deployment of child labour, forced labour or any form of involuntary labour, paid or unpaid in any of our plants or offices.</p> <p>Providing Equal Opportunity: We are committed towards and ensure that there is no discrimination in employment or developmental opportunities based on religion, caste, language, region, gender (male, female or transgender), age, sex, sexual orientation, physical abilities, etc. We recruit, appraise, reward and promote on the sole basis of merit.</p> <p>Compliance: We are completely committed towards compliance and adhere to all applicable laws pertaining to human rights as per the laws of the land.</p> <p>Protection against Sexual Harassment at the workplace: We are committed to creating a healthy working environment that enables employees to work without fear of prejudice, intimidation, gender bias and sexual harassment of any form. Any discriminatory treatment or harassment of employees in violation of <i>Company Values</i>, or law, is met with appropriate disciplinary action.</p> <p>Providing a healthy and safe work environment: We are committed to providing a work environment that is safe, hygienic, humane, and which upholds the dignity of the employees. We are committed to following the highest standards of safety in our processes and ensure safety of our employees.</p> <p>Collaboration: We encourage the formation of various committees that have representation from the workforce and make suggestions on measures to improve working conditions in the company. We respect their views and provide access to appropriate grievance redressal mechanism to our employees.</p> <p>Development of employees: We are committed to and ensure continuous up-gradation of the skills and competence of our employees by providing access to necessary learning opportunities on an equal and non-discriminatory basis.</p> <p>Well-being of employees: We take cognizance of the work-life balance of our employees and ensure well-being of our employees.</p> <p>Reporting human rights violations: Any violation of the above mentioned '<i>Human Rights</i>' maybe reported to the <i>Values Steering Committee</i> appointed by SRF to ensure upholding of the Values of the organization and ensuring no violation of human rights. We make regular and earnest efforts to make our employees aware of their rights and reporting mechanism in case of any violation. In addition, the organisation has a set of stated Values that we ensure are upheld at all points of time. These are: <i>R-Respect, I-Integrity, N-Non-Discrimination, E-Excellence, W- Well-being.</i> Detailed definitions of these are available separately on the company website.</p>
APPROVED BY	 Ajay Chowdhury President and CHRO