

Diversity and Equal Opportunity Policy



LT Foods Ltd.

1. Vision

LT Foods Limited and its subsidiaries (herein after referred to as Company) embrace a strong belief in the advantages of an inclusive workplace in which individuals of varied backgrounds and perspectives are welcomed, encouraged and given equal opportunity to contribute to their full potential.

We value and leverage the unique contributions of people with diverse backgrounds, experiences and perspectives to provide exceptional customer & consumer service to an equally diverse community. We respect the personal dignity, privacy and personal rights of every employee. We recognise that team members will embrace changing responsibilities throughout their careers.

We are committed to maintaining a workplace free from discrimination and harassment. The Company does not discriminate on the basis of origin, nationality, religion, race, disability, color, gender, age or sexual orientation and employees are expected to not engage in any kind of verbal or physical harassment based on any of the above or any other reason.

We believe that diversity maximises opportunities to achieve our business goals by:

- a. attracting, retaining, and developing the very best talent;
- b. increasing employee engagement and productivity;
- c. delivering best experience to the customer & consumer, together as one team;
- d. seizing opportunities for creative problem-solving and innovation;
- e. growing business through informed understanding of the diverse markets in which we operate.

2. Applicability

This policy is applicable to all the employees (including part-time or full-time, permanent or contractual, trainee or intern and Directors), job applicants, service providers and/or any other business associate of the Company.

3. Objectives

In line with our vision, we have underline objectives

- a. Continue to recognise and celebrate our multicultural diversity and grow our workforce to reflect the diversity.
- b. Continue to be gender diversity compliant
- c. Continue to create programs that also prepare women to take on senior roles within the business both in operational and specialist support areas
- d. Our diversity encompasses differences in ethnicity, gender, language, age, sexual orientation, religion, socio-economic status, physical and mental ability, thinking styles, experience, and education

4. Principles

This policy provides a framework for new and existing diversity related initiatives and policies within our business.

- a. The recruitment at the Company solely depends on the meritocracy and the skills of an individual.

- b. We reward and promote our team based on assessment of individual performance, capability and potential. Our business leaders are committed to providing opportunities that allow individuals to reach their full potential irrespective of individual background or difference.
- c. The Company will work towards creating equal opportunities for individuals with special abilities and creating the infrastructure in line with the requirements of the Rights of Persons with Disabilities Act, 2016.

5. Measures and accountabilities

The CEO and Head of HR will monitor the progress and report to the Board on the effectiveness of diversity related initiatives, including progress against measurable objectives.

A steering committee will make recommendations on diversity related initiatives, monitor and evaluate their implementation and ensure that diversity related programs of work are progressing correctly and successfully.

6. Leadership Responsibilities

The Company expects that its managers will embrace the challenge of achieving positive diversity outcomes as a significant opportunity for our business. Managers will:

- a. demonstrate a commitment to diversity that is visible and unambiguously aligned with the diversity and equal opportunity policy and its related objectives;
- b. support our people to balance their career and home-life, and to promote work flexibility consistent with business success;
- c. foster individual career development in accordance with the company's diversity objectives, and make decisions on selection and promotion on the basis of merit;
- d. diligently work on eliminating biases and to create an environment where people demonstrate respect for others and is free from unlawful discrimination, harassment and bullying; and
- e. support individuals to quickly and respectfully resolve concerns or complaints that arise in the context of the Company's diversity commitments.

7. Individual Responsibilities

In addition to the responsibilities exercised by managers, the Company expects each individual will:

- a. demonstrate consideration for the cultural and social differences of the people with whom they work;
- b. communicate with others courteously and respectfully;
- c. act to prevent or stop unlawful discrimination, harassment and bullying in their workplace;
- d. raise any diversity concerns quickly with their manager or HR representative;
- e. where a concern related to obligations under this policy has been raised, engage quickly and constructively to resolve that concern; and
- f. participate in initiatives that support the achievement of the Company's diversity objectives.

8. Resolving concerns under this policy

The Company recognizes that individuals may become concerned about non-compliance with the obligations set out in this policy. The Company encourages people to raise any such concerns quickly and constructively to achieve prompt resolution.

Where an individual is concerned that someone's behavior is inconsistent with this policy, it may be appropriate that they raise their concerns directly with that person. If the individual feels uncomfortable approaching the person directly, or if the issue cannot be resolved through direct discussion, then the concerned individual should quickly speak about the issue with a relevant manager. If the individual does not feel comfortable talking about their concern with a manager, then they should quickly speak with Human Resources. The Company will act to resolve such grievances quickly, respectfully and fairly.

This policy is available on intranet and company website. This is also communicated along with the Code of Conduct training.

The Company also has a Policy on Prevention of Sexual Harassment that prohibits and controls harassment and discrimination at the work place.

Approved by: The Board of Directors of LT Foods Limited
Adopted on: January 30, 2023