

POLICY NO. HFE/HR...

Human Rights Policy



HERO FUTURE ENERGIES PVT. LTD.

HUMAN RIGHTS POLICY

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Rev.	Date	Description	Prepared By	Checked By	Approved By



HERO FUTURE ENERGIES PVT. LTD.

TABLE OF CONTENTS

1.0	INTRODUNCTION.....	3
2.0	OBJECTIVE.....	3
3.0	APPLICABILITY.....	3
4.0	PRINCIPLE AND VALUES.....	4
5.0	RERSPONSIBILITY AND AUTHROITY.....	ERROR! BOOKMARK NOT DEFINED.
6.0	EFFECTIVE DATE.....	4
7.0	OBLIGATION OF EMPLOYEES.....	5
8.0	MONITORING AND REVIEW.....	5



HERO FUTURE ENERGIES PVT. LTD.

1.0 INTRODUCTION

HFE recognises the valuable role that business can play in the sustainable protection of human rights, and we are committed to respecting the human rights of our workforce, communities, contractors and suppliers in line with the International Bill of Human Rights, The International Labour Organization's (ILO) Declaration on Fundamental Principles and Rights at Work and UN Global Compact.

2.0 OBJECTIVE

HFE We are committed to respecting human rights and will avoid violations of human rights via the installation of due diligence procedures and appropriate grievance redressal systems for all stakeholders.

3.0 APPLICABILITY

3.1 This policy is applicable to all the employees of HFE Subsidiaries and all over country.

4.0 PRINCIPLE AND VALUES

To ensure that no violation of human rights take place, we dedicatedly stand by the following.

4.1 We are committed to provide equal opportunity and are intolerant of discrimination and harassment. In all aspects of employment, such as recruitment, compensation and benefits, training, promotion, transfer and termination, we will treat individuals justly and in a non-discriminatory manner, solely according to their abilities to meet the requirements and standards of their role.

4.2 We are committed to maintaining a workplace that is free from violence, harassment, intimidation and other unsafe or disruptive conditions due to internal and external threats (to the maximum extent possible).

4.3 We work to maintain workplaces that are free from discrimination or harassment on the basis of race, religion, caste, sex, colour or social origin, ethnicity, age, disability, sexual orientation and gender.

4.4 We respect our employees' right to join, form or not to join a labour union without fear of reprisal, intimidation or harassment, in accordance with applicable law.

4.5 We prohibit interference in any way with the establishment, functioning or administration of employees' representation and collective bargaining process.

4.6 The safety and health of our employees is of paramount importance. Our policy is to provide a safe and healthy workplace and comply with applicable safety and health laws and regulations, as well as internal requirements.

4.7 We prohibit the use of all forms of forced labour, including bonded labour, modern forms of slavery and any form of human trafficking.

4.8 We prohibit the hiring of individuals that are under 18 years of age. We prohibit all forms of child labour, forced/trafficked labour, discrimination and harassment.

4.9 We respect the privacy of all our employees and business partners by taking measures that are prescribed by law to protect and secure personal data. We do not disclose anyone's personal, medical, and financial information unless legally mandated.



HERO FUTURE ENERGIES PVT. LTD.

- 4.10 We maintain positive legal compliance with applicable constitutional and regulatory human rights requirements.
- 4.11 Monitoring and review of this policy is governed by Human Resource department. Due diligence is undertaken at periodical intervals as and when required to identify and prevent human rights risks to people in our business and value chain.
- 4.12 We are committed to promoting awareness of human rights with employees at various levels of our operations through training and communication.
- 4.13 **Commitment to Stake Holders:**
- 4.13.1 **Business Partners:** We seek to respect and promote human rights when engaging with vendors, suppliers, customers, joint venture, and other partners. We will do this, as appropriate, through proactive engagement, monitoring, certification and contractual provisions. Suppliers operating in, or procuring from, areas where we identify our most severe risks, will be the key focus of this engagement.
- 4.13.2 **Local Communities:** We seek to respect the human rights of local potentially affected peoples and to develop an understanding of the cultures, customs and values that prevail in our local communities by developing an inclusive and open dialogue with the people affected by our operations.
- 4.14 We are committed to continually improving human rights performance by sharing good practices and learnings, setting and reviewing targets, and monitoring, reporting and disclosing performance.
- 5.0 **RESPONSIBILITY AND AUTHORITY**
- 5.1 Every individual is responsible for reading, understanding and following this Policy.
- 5.2 Approval, renewal and change in this Policy is the responsibility of HR, under approval of the CEO.
- 5.3 Monitoring and implementation of this Policy is the responsibility of all the Employees.
- 6.0 **EFFECTIVE DATE**
- 6.1 This Policy comes into force w.e.f **Jan 1, 2022** it will be valid till next Revision is announced.
- 7.0 **OBLIGATION OF EMPLOYEES**
- 7.1 All employees have to read, understand and follow this Policy.
- 7.2 New Joinees will be given copy of this Policy at the time of Induction.
- 8.0 **MONITORING AND REVIEW**
- 8.1 The employees/ affiliates may address their complaints/ grievances or report instances in contradiction to this policy to the Human Resource department/ Senior Management. No reprisal or retaliatory action will be taken against any employee/ affiliate for raising concerns under this policy.
- 8.2 The Company may periodically undertake human rights due diligence process for management and oversight/monitoring of the policy and identify any shortcomings.