



SEVABHAV | EXCELLENCE | CREDIBILITY
DIVERSITY, EQUITY & INCLUSION
POLICY

CORPORATE SUSTAINABILITY STRATEGY



MAX ESTATES LIMITED



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Sustainability Strategy, scan
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1. INTRODUCTION

Policy for promoting Diversity & Inclusion in the workplace and making MEL an equal opportunity employer. This policy is aligned with MEL's philosophy of *WorkWell & LiveWell* and guided by our values of Sevabhav, Credibility and Excellence. The philosophy and Values extend to all employees of MEL and its subsidiaries.

2. PURPOSE

This policy is aimed at ensuring the respect towards and equal treatment of all employees irrespective of Gender, race, religion, caste, regionality, Language and Sexual Orientation. This policy has been designed and is to be implemented in letter and spirit to ensure that there is no discrimination and bias based on Gender, race, religion, caste, regionality, Language and Sexual Orientation in all the organizational processes, initiatives and policies including (but NOT restricted) to the points elaborated in the 'Targets & Commitment' section.

3. SCOPE

3.1 Major inclusions and exclusions

- This policy applies to all employees direct and indirect that the organization engages with.
- This policy is to be complied with by the organization and all its subsidiaries across geographies and locations.
- This policy in future will extend to all future subsidiaries/ future projects across locations of the organization as applicable.

4. TARGETS & COMMITMENTS

The organization will ensure to adhere to its commitment to Diversity & Inclusion in all its processes & policies including (but NOT restricted) to the following:

- 1. In decisions pertaining to pay/ salary during the offer of employment or pay revision, pay parity should be evaluated for employees factoring in nature and complexity of work, past experience, skill level and expected impact. Any revision to the same must be solely based on performance, experience and skill level**
- 2. It is the responsibility of the organization to ensure that the workforce (own and contractors) is sensitized towards the respectful and unbiased treatment of all stakeholders.**
- 3. The organization will ensure that all statutory provisions pertaining to the Prevention of Sexual Harassment at Workplace (Act 2013) are complied with and intimated to all employees (on-roll as well as off-roll).**

- 4. The organization will ensure that all statutory provisions pertaining to the Maternity Benefits Act are complied with and intimated to all employees. Besides, the organization will also ensure that no female employee is treated unfairly or is not given the same opportunity as a male employee, solely on the premise that she is entitled to leaves and benefits under the aforementioned act.**
- 5. The organization will ensure to provide all facilities and amenities to employees to create a workplace free from all forms of insecurities, threats, safety, security, and health-related concerns. The same will include (but not be restricted to) providing female employees with late evening cab facility if the nature of work requires so. Besides this, provision for security personnel at the workplace, a healthy and ergonomic working environment, and medical/healthcare-related support for all employees as and when required.**
- 6. The organization greatly values gender diversity and diversity focused KRAs have been incorporated into measures of success for the Human Capital team**