

# **Gender and Human Rights Policy**

**L&T Finance Holdings Limited & its  
Subsidiaries**

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## VERSION CONTROL

<b>Version</b>	<b>Date of adoption</b>	<b>Change Reference</b>	<b>Owner</b>	<b>Approving Authority</b>
1.	April 2021	-	HR team CSR & Sustainability team	CSR & ESG Committee

## I. Purpose

This policy defines the commitment of LTFH to promote gender diversity and uphold Human Rights. It seeks to provide an enabling environment which will ensure equal access to women and men of all resources and opportunities. Through this policy, LTFH shows its conscious commitment and ensures protection of Human Rights. LTFH promotes a culture of equality, non-discrimination and respect for all stakeholders.

The organization is committed to create and maintain a workplace in which all employees have equal opportunity to participate in and contribute to the success of the business and are valued for their skills, experience and unique perspectives.

We consider this commitment as sound business practice and thus the same has been embodied in our Gender Diversity and Human Rights policy.

## II. Applicability

This policy applies to every employee at LTFH and covers all operational offices/ branches and subsidiaries located in India.

## III. Policy Elements

### **A. Gender**

- LTFH is an equal opportunity employer. Remuneration practices are based on merit without regard to the person's ethnic background or gender and are periodically updated based on market benchmarks. The Company ensures there is no discrimination of any type against socially disadvantaged sections in the work place.
- We emphasise on hiring individuals from a wide variety of backgrounds with different characteristics, beliefs and know-hows. Equal employment opportunity applies to all terms and conditions of employment.
- LTFH is committed to be an inclusive employer. LTFH has progressive policies to attract, retain and develop talent. Our women friendly policies include:
  - a. Part-time working
  - b. Leave of absence/Sabbatical
  - c. Childcare Leave
- LTFH has policies and procedures in place to prevent any kind of discrimination. LTFH has a 'Policy for Prevention, Prohibition and Redressal of Sexual Harassment at Workplace' in place to ensure safety and security of its employees.

### **B. Human Rights**

- LTFH is dedicated to uphold the human rights of all its employees, and it strictly ensures compliance with all applicable laws pertaining to human rights. The policy on human resources and Code of Conduct is adopted by all entities within LTFH.
- The Code of Conduct amongst other matters thrusts importance on respect for human values, individual dignity and adherence to honest, ethical and professional conduct.
- LTFH does not discriminate in terms of recruitment, progression, terms and conditions of work and representation, on the basis of personal characteristics unrelated to inherent job requirements, including gender, race, colour, caste, disability, political opinion, sexual orientation, age, religion, social or ethnic origin, marital status, membership of workers' organisations, legal migrants, or HIV status.

#### **IV. Policy Governance and review**

The governance of Gender and Human Rights policy lie with the CSR & ESG Committee and may, from time to time, be modified or amended, as deemed fit by the Committee. The policy will be reviewed on an annual basis for any further changes.