

# **Equal Employment Opportunity Policy**

# Objective

TAB India is committed to offer fair, equal and respectful treatment to all employees and applicants without discrimination of any kind at the workplace.

### Scope

This policy applies to all employees of TAB India and is applicable to all terms and conditions of employment, including but not limited to, promotion, termination, and transfer, leaves of absence, compensation and benefits, learning and development opportunities and talent acquisition.

# **Applicability**

The policy is applicable to all permanent and contractual employees of TAB India. The policy also extends to apprentices or interns of the organization.

#### General Guidelines

- 1) Discrimination refers to any kind of prejudice, nepotism or bias on the basis of.
  - a) Race
  - b) Color
  - c) Ethnicity
  - d) Gender
  - e) Religion
  - f) Age
  - g) Disability
  - h) Marital status
  - i) Sexual orientation
  - j) Community
  - k) Military or veteran status in accordance with applicable laws
  - I) Language
  - m) Women during gestation period
- 2) In addition, TAB India shall comply with applicable state and local laws governing non-discrimination in employment in every location in which TAB India operates.
- 3) TAB India will make reasonable provisions for qualified individuals with known disabilities, unless such considerations would result in undue hardship.