

POLICY ON DIVERSITY, EQUITY AND INCLUSION

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Talent Management-HR Department

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1. Objective

At V-Guard, we appreciate the essential role of diversity and inclusion, recognizing their vital role in our collective success. Building a workplace where every individual is valued, respected, and offered equitable opportunities fosters innovation, creativity, and sustainable growth and V-Guard is dedicated to cultivating such an environment.

This Diversity, Equity and Inclusion Policy articulates the company's commitment to nurturing a workplace culture that celebrates diversity, champions inclusion, and upholds equity for all employees.

2. Scope

The DEI Policy at V-Guard is applicable to all individuals working on V-Guard premises, fostering inclusivity and equity across the organization.

3. Definitions

“Employee” means all those who are directly appointed by V-Guard and as well as those employed on contract basis or through any service providers. This definition of employee will hold true for the rest of this policy

“Company” refers to V-Guard Industries Limited and its subsidiaries.

4. Embracing Diversity

4.1 V-Guard’s Outlook on Diverse Workforce

- 4.1.1** V-Guard celebrates and respects the diverse backgrounds, perspectives, experiences, and identities of all individuals
- 4.1.2** This encompasses a wide range of characteristics, including but not limited to race, ethnicity, gender, age, caste, sexual orientation, differently abled, religion, marital status, nationality, socio-economic status, and cultural heritage. Our concerted efforts, however, will primarily be centered around increasing gender diversity in the organization.

4.2 V-Guard Approach to DEI:

4.2.1 Recruiting and Hiring Process

V-Guard is committed to maintaining a fair, transparent, and inclusive recruitment and hiring process. Our approach focuses on attracting diverse talent by eliminating biases and providing equal opportunities to all candidates. We emphasize merit-based selection, ensuring that hiring decisions are based on skills, qualifications, and alignment with our organizational values.

4.2.2 Building an Inclusive Workplace

- i. **Policy making:** V-Guard is dedicated to creating policies that uphold fairness and transparency, ensuring an equitable and inclusive approach towards employees.
- ii. **Inclusive Workplace:** V-Guard strives to create an inclusive workplace culture where every

employee feels welcomed, valued, and empowered, nurturing a strong sense of belonging and enabling them to contribute their best to the organization

- iii. **Eliminating Biases:** V-Guard is dedicated to eliminating bias in the workplace, promoting fairness and impartiality in all interactions, decisions, and processes to ensure an inclusive and equitable environment for all employees.

4.2.3 Providing Equal opportunities for Professional Growth

V-Guard is committed to offering equal opportunities for personal and professional growth to all employees, regardless of their background or identity. We ensure that every individual has access to relevant resources, training, and development programs that enable them to achieve their full potential.

Our approach includes providing skill-building workshops, career development training, and creating opportunities for cross-functional exposure. We also prioritize fair compensation and unbiased growth opportunities, focusing on transparent performance evaluations and merit-based promotions to ensure alignment with each employee's skills and aspirations.

4.2.4 Focus on Diversity across all levels and retention

V-Guard is committed to promoting and retaining diversity at all levels by focusing on inclusive recruitment practices, regularly reinforcing policies to support employee retention, and taking a solution-oriented approach to identify and resolve issues promptly; ensuring all employees have equal opportunities to grow and thrive across all functions and levels.

4.2.5 Employee Wellness and Mental Health

V-Guard is committed to prioritizing employee wellness and mental health by providing resources and support to promote a balanced work-life environment. This includes educational sessions, awareness programs, and employee resource groups aimed at reducing workplace stress and building a supportive, inclusive culture. These initiatives ensure that employees feel valued, connected, and empowered to perform at their best within the organization.

4.2.6 Prevention of discrimination and harassment

- i. V-Guard maintains a zero-tolerance policy towards discrimination, harassment, or any form of unfair treatment.
- ii. Instances of discrimination or harassment will be addressed in accordance with the Company's policies like Code of Conduct, Equal Opportunity & Anti-discrimination, POSH policy etc., in line with any applicable statutory regulations.

4.3 Role of Leadership and HR

- 4.3.1** Reinforcing a culture that promotes respect for all employees, customers, vendors, contractors, and other stakeholders within the workplace
- 4.3.2** Ensuring that employment-related decisions at V-Guard are inclusive in nature.
- 4.3.3** Establishing DEI goals to promote diverse representation and an inclusive atmosphere within

their respective teams

- 4.3.4** Mitigating potential unconscious biases in employment decisions and talent practices, including recruitment, performance assessments, and compensation.
- 4.3.5** Leveraging a wide talent pool to inclusively attract diverse candidates.
- 4.3.6** Offering reasonable administrative and managerial support for diversity hires, to create an equitable workplace.
- 4.3.7** Cultivating an inclusive and safe workplace environment at V-Guard, aligning with DEI principles and behaviours that uphold the company's values.

4.4 Role of Employees

- 4.4.1** Valuing the dignity and diverse backgrounds of all individuals.
- 4.4.2** Self-awareness of potential unconscious biases that may impede inclusivity and collaboration.
- 4.4.3** Prioritizing conscious inclusion to deliberately drive diversity and equity, to create a workplace devoid of harassment & bullying.

5. Approving Authority

Any queries regarding interpretation or applicability will be addressed by the Head of Human Resources. Any revisions to this policy must be approved by the Head of Human Resources.



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