

# **PEOPLE POLICY**





# **People Policy**

#### Introduction:

Aarti Drugs Limited (ADL) has always operated as a responsible and value-driven organization. We are committed to maintaining the highest standards of business conduct and ethics at ADL, with a strong emphasis on compliance with labor laws and best people practices. This policy serves as a framework to ensure responsible and respectful behavior towards all stakeholders, whether internal or external. ADL's policy reflects our dedication to providing a safe and healthy work environment for all employees, including contract workers, demonstrating our commitment to their well-being.

#### Scope:

This Policy applies to all of our business operations, including subsidiaries that we directly control. Our business operations encompass our manufacturing facilities, warehouses, offices, and research and development (R&D) sites. It also encompasses our employees, contractors, visitors, and other business partners working at our manufacturing locations. Furthermore, we encourage our business partners who are part of our value chain but are beyond our direct control to adhere to the standards outlined in our Policy.

#### **Our Policy:**

At Aarti, our primary focus is on delivering value to all stakeholders by creating an optimal working environment and experience. This policy serves as a guiding principle to ensure that our behavior aligns with this objective for all stakeholders, whether internal or external.

This policy applies to all individuals associated with ADL's specialty chemical segment, including employees, contractors, suppliers, service providers, and business partners.

At Aarti Drugs Limited, we are committed to the following:

- Conducting business in a manner that respects the rights and dignity of all individuals, ensuring a workplace free from harassment, abuse, or violence.
- Providing a safe, hygienic, and healthy workplace that complies with relevant health and safety laws, minimizing accidents, injuries, and health risks.



- Proactively adhering to statutory and regulatory labor laws to ensure fair and reasonable remuneration for employees.
- Being an equal opportunity employer, evaluating individuals solely on merit and treating all employees with equal respect.
- Promoting diversity and inclusion, with zero tolerance for discrimination in any form.
- Ensuring zero tolerance for child labor and any form of forced or bonded labor.
- Respecting employees rights to freedom of association and collective bargaining.
- Encouraging adherence to social, economic, cultural norms, and human rights.
- Promoting employee appreciation and acknowledgment through reward and recognition schemes.
- Focusing on employee well-being across physical, financial, emotional, social, and occupational aspects.
- Providing training and communication on people practices at all levels.
- Establishing a due diligence mechanism to identify, assess, and mitigate human capitalrelated risks.
- Providing transparent, fair, and timely grievance resolution mechanisms.
- Setting, monitoring, benchmarking, and reviewing objectives and targets for employee experience and performance improvement.
- Regularly communicating People policy and relevant key performance indicators to stakeholders.

Through these commitments, we aim to create a positive and supportive work environment that fosters the well-being and growth of all individuals associated with Aarti Drugs Limited.

# Implementation:

The Policy will be implemented through the framework of Aarti Drugs Management Systems.

## **Responsibility:**

The ADL Board and members of the Sustainability Department are in charge of creating, executing, and overseeing the Policy. This responsibility is carried out in accordance with local laws and relevant standards.

## Governance:

The Policy is governed by the sustainability department of ADL.



#### Review

The People policy will be regularly reviewed to address any emerging risks, issues, or trends in the sector and the environment where we operate. The standard review period for the policy will be set at five years by default. This ensures that the policy remains relevant and applicable to our evolving needs and circumstances.

main

Prakash M Patil Chairman and Managing Director

DOCUMENT NUMBER : PD/PP/001 Issue No 01, Revision No 00 Issue Date: 31/01/2024 Revision Date: 01/01/2027 Next Review Date 31/12/2026

Mahendra Industrial Estate, Ground Floor, Plot No. 109-D, Road No. 29, Sion (east), Mumbai - 400 022 (India)

The copyright of this document is owned by Aarti Drugs Ltd. No part of this document, whether in whole or in part, may be reproduced, stored in any retrieval system, or transmitted in any form or by any means (electronic, mechanical, photocopying, recording, or otherwise) without the prior written consent of the copyright owner.