



SHARE INDIA SECURITIES LIMITED

EQUAL OPPORTUNITY AND NON-DISCRIMINATION POLICY

Introduction

Share India Securities Limited (the 'Company') is committed to provide equal opportunities without any discrimination, inter-alia, on the grounds of age, color, origin, nationality, disability, religion, race, caste, gender, sex, sexual orientation, personal characteristic or status. We believe that Inclusion, Equity, and Diversity (IED) at the workplace is an instrument for economic growth, sustainable competitive advantage, and societal progress. Our inclusive culture enables our employees to work effectively, free from any biases.

Applicability

The Equal Opportunity and Non-Discrimination Policy (the 'Policy') is applicable for all job applicants and employees.

Scope

1. Share India is committed to adopting and maintaining fair employment practices. We are an equal opportunity employer and encourage diversity at the workplace by recruiting and developing capable people from a diverse candidate pool. We aim to work collaboratively and in a professional manner.
2. We do not discriminate between people of various cultures, religions, caste linguistic backgrounds or on any other ground. The Company shall take all actions to ensure that a conducive environment is provided for all employees including persons with disabilities, LGBTQIA+ persons to perform their roles and excel in the same.
3. Share India fosters a culture that prevents harassment of all kinds, be it sexual or otherwise.
4. Share India is committed towards preserving the confidentiality of information about clients, colleagues and other proprietary information. We ensure privacy and confidentiality of employees' personal records and of customers in line with applicable laws.
5. At Share India, we recognise the importance of employees' freedom of speech and expression. At the same time, we believe that employees should avoid, in any communication, using un-parliamentary language, personal insults or obscene language, avoid any comment / post that may hurt the sentiments of people. Employees are also advised to keep the Company's image and reputation in mind in every interaction.

Eligibility for positions offered at the Company

At Share India, there is no discrimination in the selection process, inter-alia, based on the grounds of age, colour, origin, nationality, disability, religion, race, caste, gender, sex, sexual orientation, personal

characteristic or status. The Company shall ensure its hiring channels and procedures are inclusive. Hiring is purely based on merit and candidates are evaluated based on their qualifications, skills, experience, potential and competence to perform the role requirement. Reasonable facilities and amenities shall be provided to job applicants with disabilities as per request and Company's discretion.

Liaison and Complaint Officer

The Company has appointed Mr. Vikas Aggarwal, Company Secretary and Compliance Officer of the Company, as a Liaison Officer for persons with disabilities, as per the requirements of the Rights of Persons with Disabilities Rules, 2017 [including such and as a Complaint Officer as per requirements of the Transgender Persons (Protection of Rights) Rules, 2020].

The Liaison and Complaint Officer shall ensure:

- a) that all feasible locations and functions comply with the provisions of the Policy.
- b) that employees and job applicants with disabilities and persons of all genders receive the needed facilities and amenities for performing their job and participating in the selection process on an equal basis with others.
- c) that awareness is created among all employees to create an inclusive work environment
- d) that enquiry into the complaints received is conducted and report is submitted to the Chief Human Resources Officer.

Grievance Redressal of Employees

Human Resource Department have the functional responsibility for ensuring compliance with this Policy. They should proactively take steps to ensure that all employees are sensitized and there is no discrimination in recruitment, training, career development and other aspects of employment.

For any complaints related to the implementation of this Policy, employees may reach out to their HR Department identified as per this Policy at hr@shareindia.co.in.

In case an employee raises a concern, it is assured that they won't be under any risk in the form of retribution or retaliation. The Company shall not tolerate any harassment or victimization (informal pressures) against any employee raising the concern.

The Company shall endeavour to resolve all the grievances and/or concerns raised regarding the implementation of this Policy within 30 days of receipt of the said information. Such cases shall be dealt as per the Code of Conduct Policy of the Company and appropriate corrective action shall also be taken.

Review of Policy

This Policy shall be subject to review as may be deemed necessary and to comply with any regulatory amendments or statutory modifications. Any amendment/changes in the Policy will be made by the Board of Directors or any Committees of the Board to whom the Board may delegate the authority to do so.

Disclosures

This Policy will be available on the intranet portal of the Company and website of the Company at www.shareindia.com.