

Equal Opportunity Policy

CCL PRODUCTS (INDIA) LIMITED

Introduction

CCL Products (India) Limited (herein after referred to as “the Company”) is committed to providing equal opportunities without any discrimination on the grounds of age, color, disability, origin, nationality, religion, race, gender, or sexual orientation and will not engage in any kind of verbal or physical harassment based on any of the above or any other reason.

Objectives

1. The Company’s employees are personally responsible for treating each other with respect and dignity, which includes respecting the rights and differences of others.
2. Employment with "The Company" will be based on merit and not on any irrelevant attributes or characteristics that an individual may possess.
3. Developmental and promotional opportunities will be based on performance, ability, and potential, and will be consistent with the needs of the business.

Scope

The Equal Opportunity Policy is applicable for all job applicants and employees.

Governance

Upon identifying adverse human rights impacts stemming from the business activities or areas where the Company has contributed, it is committed to ensuring fair and equitable remediation through engagement and collaboration with stakeholders. Suspension or termination of business relationships will be considered only as a measure of last resort, with thorough consideration of all relevant circumstances, including any potential adverse consequences of such decisions.

The Company has a designated Diversity & Inclusion Council that shall oversee the provision of the infrastructure and facilities required for the recruitment process for Persons with Disabilities.

CCL PRODUCTS (INDIA) LIMITED

REGISTERED OFFICE:

Duggirala, Guntur Dist. 522330, A.P., India. | CIN L15110AP1961PLC000874

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The Company commits that no opportunity will be denied to Persons with Disabilities, and there will be no discrimination of any manner.

Roles and Responsibilities

1. Employee Responsibilities

All the employees have the following responsibilities:

To comply with this policy and all applicable laws and regulations. Compliance is required whenever an employee is acting in their capacity as a representative of the Company.

2. Responsibilities of Managers and supervisors

Managers and supervisors have the following additional responsibilities:

To take reasonable steps to resolve complaints that are brought to their attention and to maintain confidentiality as far as practicable.

3. Human Resources Responsibilities

Human Resources representatives have the following additional responsibilities:

To provide advice and address grievances relating to the employment of persons with disabilities and/or any other complaints regarding discrimination in any other form against any job applicant/employee.

Commitment

The Company will not tolerate harassment, behavior that is discriminatory, or behavior that victimizes any individual or group in its workplaces. Appropriate action basis investigation will be taken if employees breach this policy either through discrimination, harassment, bullying or victimizing other employees or by making false claims. If an employee feels he or she is being subjected to discrimination, harassment, bullying or victimization, he or she can raise the same with the HR department or contact the ombudsman on a confidential basis either by telephone, email or by letter. All grievances and complaints will be taken seriously and treated with sensitivity and fairness.

In lieu of the Rights of Persons with Disabilities Act 2016 and Rules, The Company's specific requirement, shall ensure that proper infrastructure and reasonable accommodation is provided to persons with disability to enable them to effectively discharge their duties at the establishment.

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1. The Company is dedicated to ensuring equal employment opportunities and strictly prohibits any unlawful discrimination.
2. The Company integrates Diversity, Equity, and Inclusion (DE&I) into every stage of the employee life cycle, from recruitment to performance and talent management, and expects its employees and managers to prioritize DE&I in their practices as well.

Review and Monitoring

1. Interpretation & Guidance:

If any additional guidance and/or further interpretation is required, the employees can contact the Company's local Human Resources representative.

2. Review Timelines:

The policy will be reviewed on basis of changes in legal and market guidelines.

3. Communication of Policy:

The policy will be available on the intranet to all employees and on its corporate website. It will also be available at all conspicuous places in branches, factories, and Head Office.

All employees will undergo training on the Code of Business Conduct (Principles, which form the basis of this policy, through e-modules and/or classroom sessions).