

Equal Opportunity Policy

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1.0	Corporate HR Head	30 th May 2023	Board of Directors
1.1	Corporate HR Head	17 th May 2025	Board of Directors

1. Purpose

UFlex Limited (hereinafter to be referred as “UFlex”) is committed to providing ***equal opportunities in employment and growth to all eligible persons free from any discrimination and thus creating an inclusive work environment***. This dedication to promoting equality at work is embedded throughout the Company.

2. Scope

The Policy applies to UFlex Limited and its 100% subsidiaries, and the scope of the Policy applies to all employees of UFlex at all levels and grades, including directors, senior managers, officers, and other employees (*permanent, fixed-term, and/or temporary*). Definitions

- “**Company**” or “**we**” or “**our**” refers to UFlex Limited.
- “**Equality at work**” means that all workers are entitled to develop their abilities and benefit from opportunities on an equal footing irrespective of religion, caste, creed, colour, race, ancestry, marital status, gender, sexual orientation, age, nationality, ethnicity, pregnancy & maternity, political views, disability, or any other category stated by the law, without being limited by stereotypes or prejudice.
- “**Person with disability**” means a person with long term physical, mental, intellectual, or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others.
- “**Policy**” refers to the Equal Opportunity Policy.

3. Policy Commitments

- We consider everyone equal and do not discriminate on grounds of religion, caste, creed, colour, race, ancestry, marital status, gender, sexual orientation, age, nationality, ethnicity, pregnancy & maternity, political views, disability, or any other category stated by the law.
- While adopting and executing the various HR practices like recruitment, learning & development, promotions, employee benefits, separation, and any other aspects of employment, we ensure that judgements and decisions are based solely on merit, performance, potential and competence required for the job.
- We provide fair and equal opportunity to eligible persons including those with disabilities subject to our job requirements and merit. We deploy them as per their employability and ensure to provide them conducive work environment to perform and excel in their role.
- We encourage and support our business partners to adopt the above-mentioned principles.

This Policy is in accordance with the relevant statutory provisions including the provisions of the Rights of Persons with Disabilities Act, 2016, along with the Right of Persons with Disabilities Rules, 2017.

4. Roles and Responsibilities

Our **Human Resource (HR) Head** is responsible for overseeing the implementation of this Policy across the Company. The HR Head meets with the Board of Directors bi-annually to present comprehensive updates on progress towards policy commitments.

5. Communication and Training of the Policy

Our Equal Opportunity Policy is made available to all our stakeholders on our website.

The Company provides training to all HR professionals, managers, and supervisors on fostering the commitments of this Policy in the workplace.

6. Monitoring and Review

The Human Resources (HR) team is accountable for upholding the commitments of this Policy. Managers and supervisors are responsible for modelling inclusive behavior and ensuring compliance with Policy guidelines within their teams.

The Policy undergoes a formal review and revision process every year, where the effectiveness of existing initiatives is assessed. The HR Head is responsible for monitoring and reviewing this Policy and presenting the updates to the Board of Directors for final approval.

7. Grievance Mechanism

We provide clear and accessible procedures for employees and other stakeholders to report instances of discrimination or harassment. Any violations can be reported through our designated channel at equalopportunity@UFlexltd.com. All complaints will be treated with the utmost confidentiality and addressed in a timely manner.

Retaliation against individuals who engage in these activities is strictly prohibited and will result in disciplinary action.

8. Related Policies

This policy should be read alongside the following policies of UFlex:

S.No.	Policy
1	Human Rights Policy
2	Code of Conduct
3	Whistle Blower Policy
4	Corporate Social Responsibility (CSR) Policy