

EQUAL OPPORTUNITY POLICY AT SURYA HOSPITAL:

Respect is the foundation for interchange of ideas, for learning and for working towards common goals. Consequently, Surya Hospital is committed to providing a work environment that is free from discrimination and harassment in any form.

Surya Hospital's policy is to comply with applicable laws that provide equal opportunity during employment for everyone and to prohibit any form of discrimination and harassment during employment.

Objective:

Policy is not to discriminate or harass by reason of race, ethnicity, colour, religion, sex/ gender, gender identity, sexual orientation, marital status, pregnancy, genetic information status etc. In addition, in each State in which it operates, Surya Hospital will comply with applicable laws prohibiting employment discrimination based on the aforementioned factors.

Purpose:

Surya Hospital's Anti-Discrimination & Anti-Harassment Policy provides the framework and guidelines that define and prevent discriminatory behaviour in order to enable our employees to understand and follow the appropriate, ethical conduct expected of them.

Scope:

The policy applies to all Surya Hospitals (hereafter referred to as "employer") and associated entities Nationwide. The policy equally applies to female and male members of staff at all hierarchical levels (hereafter referred to as "employee").

1.1 Work Environment

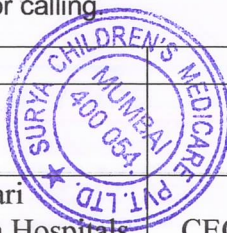
The employer's "work environment" extends to all Surya Hospital facilities and any settings outside the workplace where individuals who work with or for the employer are gathered, such as on business trips, customer-site visits, conferences, social events and alike.

1.2 Discrimination

Discrimination can be either direct or indirect discrimination.

Direct discrimination occurs where a person is treated less favourably than another person in the same or similar circumstances for the substantial reason of having or being perceived as having any of the following attributes: age, race, ethnicity, colour, citizenship status, national origin, marital status, pregnancy, parental or career's status, genetic information, political belief/ activity, religious belief/activity, Sex/ Gender, gender identity, sexual orientation, profession trade occupation or calling.

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Indirect discrimination occurs when an unreasonable requirement, condition or practice is (Knowingly) imposed on an employee who has one or more of the above mentioned attributes and can therefore not comply with the requirement, whereas most persons without the same attribute(s) could comply with.

1.3 Harassment

Harassment is the act of systematic and continued unwanted and annoying actions of one party or a group against another party or group. Harassment covers a wide range of behaviours of an offensive nature which includes victimisation, vilification, sexual harassment, as well as other forms of harassment.

1.3.1 Victimization

Victimization occurs when a person subjects another person to detriment (or threatens to do so) because they have made, intend to make or have helped someone else make a complaint, or refused to do an act in contravention of this policy or because they've provided information about a complaint. It also includes acting to a person's detriment because they have agreed to be a witness.

1.3.2 Vilification

Vilification occurs when a person incites hatred towards, serious contempt for or severe ridicule of a person or group of persons on the ground of the protected attributes.

1.3.3 Sexual Harassment

Covered under "Anti Sexual harassment" Policy.

1.3.4 Other forms of Harassment

In addition to the above mentioned forms of harassment, the employer recognizes that there are also many other forms of harassment such as racial, ethnic and religious harassments which they consider as equally unacceptable.

2 Commitment

The employer is committed to creating a working environment free from discrimination and harassment where all employees are treated equally with dignity, courtesy and respect. Each individual should be able to work in a professional atmosphere that promotes teamwork and attainment of the organization's goals.

Improper interference with the ability of employees to perform their expected job duties is unacceptable and unprofessional. Employer expressly prohibits any form of discrimination and harassment and will not tolerate, condone, or allow such conduct by fellow employees, supervisors, managers, customers, vendors, contractors, visitors, or others who conduct the employer's business.

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The employer aims to accomplish its commitments by:

· Developing a diverse workforce, and conducting business, staffing procedures and internal systems with the absence of discrimination and harassment Including contemporary principles of workforce diversity in the company's policies protecting everyone from the presence of discrimination and harassment

- Creating an environment free from discrimination and harassment where all employees are treated with dignity, courtesy and respect
- Setting standards of acceptable behaviour for all employees
- Encouraging the reporting of behaviour which breaches this policy
- Providing an effective procedure for complaints based on the principles of natural justice
- Treating all complaints in a fair, timely and confidential manner
- Handling conflict arising from discrimination and harassment effectively and timely
- Regularly reviewing this policy, the complaint handling procedures and training needs.

Discrimination and harassment is against the law and will not be tolerated by the employer under any circumstances. This includes discrimination and harassment in the workplace or in any work related context such as conferences, work functions and business trips. The recruitment, status and advancement of employees is based on the **competence, experience and qualification** of the people involved and decisions must be made free from any form of discrimination and harassment, including decisions regarding any of the following:

- Recruiting and Selecting employees
- The terms, conditions and benefits offered as part of employment
- Who receives training and what sort of training is offered
- Who is considered and selected for transfer, promotion, retrenchment or dismissal.

The employer shall take prompt action to correct or stop any behaviour which does not comply with this policy.

3 Responsibilities

It is the employer's responsibility to establish an appropriate work environment as described above. The employees in turn have to ensure their understanding of and compliance with this policy and seek clarification when in doubt.

Managers have a responsibility to:

- Ensure employees and other relevant persons understand this policy
- Model appropriate behaviour themselves by strictly complying with this policy
- Monitor the working environment to ensure that acceptable standards of conduct are observed at all times
- Appropriately deal with cases of discrimination or harassment in the workplace.

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All Employees of the company have a responsibility to:

- Ensure that they do not engage in any discriminatory behaviour, harassment or otherwise breach this policy
- Report any incidences of discrimination or harassment in the workplace
- Offer support to anyone who is being discriminated against or harassed and let them know where they can get help and advice (they should not approach the person complained against)
- Maintain confidentiality of information and cooperate during the investigation of a complaint.

4. Escalation

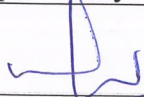
Employees who believe they have been discriminated against or experienced any harassment, should not ignore it.

Although the employer encourages each employee to express their concerns directly to the Offending person, if, in the employee's judgment, informal, direct communications between Individuals is ineffective or impossible, the employee should:

- Report the incident to the Human Resource department
- All complaints of discrimination and harassment will be treated seriously, promptly, confidentially and impartially.
- Employees will not be disadvantaged in their employment conditions or opportunities as a result of lodging a complaint. However, improper claims of discrimination or harassment may result in disciplinary action.

5. Compliance

Employees who fail to comply with this policy are subject to disciplinary actions varying from Formal warning to dismissal from services of the organization, depending on severity of the case.

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