



# Ddev Plastiks Industries Limited

CIN: L24290WB2020PLC241791

Registered Office: 2B, Pretoria Street, Kolkata- 700 071

## Equal Employment Opportunity Policy

### 1. Purpose

Ddev Plastiks Industries Limited is committed to being an equal opportunity employer. Irrespective of caste, creed, religion, gender, sexual orientation, gender identity or expression, pregnancy, age, disability status, genetic information, marital status, or any other legally protected characteristic, Ddev Plastiks Industries Limited provides equal opportunities to employees and applicants. Ddev Plastiks Industries Limited ensures compliance with all applicable Indian laws and regulations, both in letter and spirit.

### 2. Scope and Applicability

This Equal Employment Opportunity (EEO) policy applies to all aspects of Ddev Plastiks Industries Limited 's relationship with its workforce, including but not limited to:

- Recruitment
- Employment
- Promotion
- Transfer
- Training
- Working conditions
- Compensation and salary administration
- Employee benefits and application of company policies

This policy also extends to the engagement and treatment of independent contractors, temporary agency workers, and any individuals or businesses associated with DPIL.

### 3. Definitions

**DPIL Personnel:** All employees, workers, and Directors of Ddev Plastiks Industries Limited.

**Specially Abled Person:** An individual with long-term physical, mental, intellectual, or sensory impairment that, in interaction with barriers, restricts full and effective societal participation on an equal basis with others.

**Reasonable Accommodation:** Necessary and appropriate modifications or adjustments,

without imposing disproportionate hardship, to enable persons with disabilities to enjoy equal opportunities.

#### **4. Policy**

##### **Policy Statement**

DPIL recognises the value of striving for a balanced workforce and is committed to the principles of equal opportunity, equality of treatment and creating a dynamic climate where diversity is valued as a source of enrichment and opportunity.

The purpose of this policy is to affirm the organization's position on equal opportunity in all aspects of employment.

DPIL's greatest asset is the employees. DPIL is committed to attracting, retaining, and developing the highest quality and most dedicated work force possible in today's market.

DPIL's hiring policy is that we hire employees without regard to their race, color, religion, national origin, citizenship, age, gender, relationship status, ancestry, physical disability, socio-economic background or sexual orientation.

All phases of the employment relationship including recruitment, hiring, training, promotion, compensation, benefits, transfers, layoffs and leaves of absence — will be carried out by all managers without regard to race, color, religion, gender, age, sexual orientation, ethnic or national origin or disability.

DPIL recognizes the actual worth of the individual on the basis of his knowledge, skills, abilities and merit.

Applicants are considered for employment solely on the basis of their qualifications and competencies.

DPIL provides career progression to people on the basis of their qualifications, experience, performance and capabilities as well as organizational opportunities in line with business strategy.

DPIL is determined to provide a work environment free of any form of illegal discrimination both direct and indirect, including sexual harassment.

DPIL is committed to maintaining a workplace where each employee's privacy and personal dignity is respected and protected from offensive or threatening behaviour including violence.

DPIL employees at all levels are required to act fairly and prevent discrimination.

#### **5. Raise Your Concern**

For any queries related to this policy, employees may contact Ddev Plastiks Industries Limited's HR team at [dharamveer.daga@ddevgroup.in](mailto:dharamveer.daga@ddevgroup.in)

Concerns regarding policy violations can be reported to the HR Team at [dharamveer.daga@ddevgroup.in](mailto:dharamveer.daga@ddevgroup.in) and Compliance Team at [tanvi.goenka@ddevgroup.in](mailto:tanvi.goenka@ddevgroup.in).

Retaliation against individuals who report concerns or misconduct is strictly prohibited. DPIL will investigate alleged violations as per its internal procedures, and disciplinary action, including termination, may be taken against those found guilty.