



APTUS VALUE HOUSING FINANCE INDIA LIMITED DIVERSITY AND INCLUSION POLICY

A. PREAMBLE:

Aptus Value Housing Finance India Limited (“**Company**”) believes that human capital is the most valuable asset of the company. The Company doesn’t discriminate employees on grounds of age, gender, race, national or ethnic origin, language, religion, political beliefs, sexual orientation or physical ability and thus it recognizes diversity among all the employees.

B. OBJECTIVE

The objective of this policy is to promote a welcoming, diverse and discrimination- and harassment-free workplace and to create a workplace which encourages and supports equity and fairness thereby eliminating all forms of discrimination.

C. APPLICABILITY

The policy applies to all employees, interns, probationers, retainers, consultants, trainees and those contracted to work in the company or for or its subsidiaries.

D. SUPPORTING POLICIES

- i. Equal employment and opportunity policy:** This policy is framed with a view to provide equality of opportunity for persons with disabilities.
- ii. Flexible Workplace & Timings:** A range of leave options are available to our employees to ensure they have appropriate options for time off work. This includes annual leave, personal leave, parental leave, and long service leave. The company understand the employee’s value and request no employee shall stay in office between 8 PM to 8 AM on all working days and beyond 2 PM on working Saturdays.
- iii. Prevention of Sexual Harassment Policy:** Aptus is committed to providing a work environment that is free of discrimination and unlawful harassment. The company is committed to supporting and maintaining a healthy and safe workplace which promotes the physical and mental wellbeing of our employees.
- iv. Learning and development opportunities:** Our Learning and Development programs are a key enabler of organisational objectives including Diversity & Inclusion targets and supporting business continuity through developing a strong and diverse pipeline of talent for succession. planning. Our programs aim to equip talented employees for future roles in management, senior management and beyond.
- v. Dress Code Policy:** We have adopted the uniform dress code policy which is to be followed by all the employees to avoid discrimination among the employees. Dress codes enforce decorum and a serious, professional atmosphere conducive to success.

E. PROMOTING DIVERSITY AND INCLUSION

- **Delivering on gender equality:** The company is committed to ensuring that gender is not a barrier to career opportunities and advancement. Gender equality bring unique talents, strengths and skills into the workplace, which can improve collaboration and result in a stimulating and creative environment. We ensure representation of all gender identities throughout all recruitment processes, and are committed to pay equity. We believe that through gender balanced diverse leadership and talent pipelines, we can better represent the needs of our customers.
- **Representing the changing demographics of our customers:** As the population becomes more culturally diverse, we are committed to ensuring our workforce is representative of our customers so we can better anticipate their needs. We are committed to local talent sourcing to enable this deep community connect. These are supported by strong recruitment and selection practices, which ensure bias (real or perceived) is eliminated at all levels of the organisation (including vacancies, restructures and promotion). Recruitment and selection practices are also designed to consider a balance of gender and other forms of diversity in the range of candidates. This is further supported by talent and development practices which ensure that, where possible, the pool of potential available talent is nurtured and developed effectively. Early identification and development of a diverse pool of talent ensures that there are appropriately qualified and experienced candidates from all backgrounds for consideration when positions become available. Robust and regular measurement of engagement and employee experience provide the checks in place which allow us to ensure a consistent experience for employees, regardless of their background.
- **Implementation and Measurable Objectives:** The organisation believe that this policy contributes to achieving our corporate objectives and embeds the importance and value of diversity and inclusion. The Senior Management will review and approve measurable objectives for diversity and inclusion, including gender diversity, across, and at various levels of, our organisation.

F. REVIEW:

The Board will review this policy from time to time for effectiveness and to check whether any changes are required.