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Equal Opportunity Policy

I. Policy Statement:

Camlin Fine Sciences Ltd is committed to creating a diverse and inclusive workplace where everyone is treated with respect and dignity. We recognize that diversity, in all its forms, brings strength to our organization and allows us to better serve our customers and communities.

Equal Opportunity Policy ensures that employment decisions are based on merit, qualifications, and abilities. We do not discriminate against any employee or job applicant based on their race, color, religion, gender identity or expression, sexual orientation, national origin, age, marital status, veteran status, disability, or any other legally protected status.

II. Applicability:

This Policy is applicable to all differently abled people, board members, employees, contractors, workers, consultants, temporary employees, trainees / apprentice, job applicants of CFSL and It also covers those employees who acquire disability during their work tenure. We are committed to creating an inclusive work environment where all employees feel valued, respected, and supported. Our policies and practices promote fair treatment, equal access to opportunities, and non-discrimination in all aspects of employment, including recruitment, hiring, training, promotion, compensation, benefits, and separation.

III. Expected Workplace Behavior:

CFSL expects board members, employees, contractors, workers, consultants, temporary employees, and trainees / apprentices of CFSL to:

- Adhere to the commitments outlined in this policy and conduct themselves accordingly.
- Furthermore, if any employee's actions or conduct are not in line with these commitments, it is expected that they will report such instances.

IV. Implementation of Policy:

The Human Resources Head will be responsible for conveying this policy, as well as any future revisions or additions, to all divisions within the company to ensure their implementation. The divisions and business units within CFSL hold the main responsibility of:

- Distributing this policy to all employees and contractors under CFSL's operational control.
- Ensuring that their managers endorse and encourage compliance with this policy in their daily people management.
- Informing recruitment agencies working on our behalf about this policy and ensuring they abide by it.

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V. Compliance and Review:

The Human Resources Head is responsible for all other objectives and initiatives set out in this policy. This policy does not form part of employment contracts and CFSL may vary, revoke, or replace this policy from time to time.

VI. Breaches of this Policy:

We expect all employees to comply with this policy and to take an active role in promoting diversity, equity, and inclusion in the workplace. We urge employees to bring up any concerns regarding discrimination or harassment to their supervisor, Human Resources, or any member of the management team. Every report will be treated seriously, investigated promptly, and kept confidential to the best of our ability. Failure to strictly comply with this policy will result in disciplinary action, which may include counseling, formal warnings, and termination.

VII. Further Information:

For further information, employees can contact their manager or the Human Resources Team.