



## HUMAN RIGHT POLICY

Our core values and guiding principles at FDC are honesty, integrity, and compliance with all relevant laws and regulations. These serve as the bedrock upon which our human rights policy is constructed. We are dedicated to abide by the human rights, hence our policies ensure that our functions strictly adhere to the relevant laws and regulations at all times. We ensure our business practices remain in line with the Universal Declaration of Human Rights of the United Nations in order to protect the interests of our employees.

### Policy Principles

- We focus on promoting inclusion amongst the workforce by using a three pronged approach:
  - I. **Equal Opportunities:** We are committed to treating our employees and stakeholders with utmost dignity, respect, fairness and are an equal opportunity employer.
  - II. **Non-discrimination:** We do not discriminate on the basis of gender, sexual orientation, race, religion, caste, ethnicity, age, nationality, disability, HIV status or family status amongst others.
  - III. **Merit-Based Processes:** We focus on merit-based recruitment & selection, training & development, compensation and promotion.
- **Freedom of Association:** We uphold all legislation affecting employees in the country of our operation, ensuring the right to fair wages, freedom of association, participation and collective bargaining across the value chain. Our employees are free to join, form or refrain from any employee collectives without fear of retaliation, harassment or intimidation of any kind.
- **Prohibition of Child labour and forced labour:** We are strictly against the employment of child labour or forced labour in any form whatsoever, paid or unpaid. We ensure that minimum working age requirements are met as per local regulations and prohibit the employment of child labour or forced labour across our value chain.
- **Work-life balance:** We strive to provide a conducive work environment and effective benefits for employees to enable them to accomplish both their professional as well as personal development.
- **Workplace Security:** We are committed to maintaining a workplace that is free from violence, harassment, intimidation and other unsafe or disruptive conditions due to internal and external threats. In case of any such unfortunate instances, we take appropriate action to address the matter.



- **Data Privacy:** We respect the privacy of all our employees and business partners by taking measures that are prescribed by law to protect and secure personal data. We do not disclose anyone's personal, medical and financial information to any unrelated external party unless legally mandated.
- **Grievance Mechanism:** We provide ample open channels of communications and grievance redressal mechanisms to deal with stakeholder concerns on human rights in a just, fair and prompt manner. We provide a grievance channel for our stakeholders which has been set up under our Whistle Blower Policy.

### **Implementation of Policy**

We strive to ensure that our employees and all other FDC stakeholders strictly adhere to the above-mentioned policy. We also encourage our employees to raise concerns and/or ask for help in case of any unlawful or unethical behaviour or any possible violation of our policies, procedures or domestic laws as applicable or any other conduct which is inappropriate or unethical. Within an ever-evolving regulatory and business landscape, FDC will periodically review and update this policy to ensure that we are aligned with the local regulations in the regions of our operation and international best practices.