

EQUAL OPPORTUNITY POLICY

Adopted: June 1, 2024

1. PREAMBLE AND OVERVIEW

Cohizon Life Sciences Ltd. is an equal opportunities employer, which is committed to fostering an inclusive, equitable, and respectful environment where every individual has the opportunity to thrive and contribute to our collective success. Our Equal Opportunity Policy is rooted in the principles of fairness, diversity, and mutual respect, and complies with the provisions of **'The Rights of Persons with Disabilities (RPwD), 2016'** as well as **'The Rights of Persons with Disabilities Rules, 2017'**. In addition to this policy is also committed to the **'Transgender Persons (Protection of Rights) Act, 2019'**; and **'Rules, 2020 (The "Transgender Act")'**.

We believe that every employee, regardless of race, color, religion, sex, sexual orientation, gender identity or expression, national origin, age, disability, veteran status, or any other characteristic protected by law, deserves an equal chance to succeed. This policy underscores our commitment to eliminating discrimination and promoting practices that ensure all employees have access to the same opportunities for hiring, advancement, compensation, and professional development.

We expect all employees, from leadership to entry-level staff, to uphold these principles and actively contribute to a culture of inclusivity and respect. Through continuous education, open dialogue, and rigorous enforcement of this policy, we strive to build a workplace that exemplifies our commitment to equality and sets a standard for integrity and fairness in all our endeavors.

We prohibit discrimination in the workplace whether on grounds of gender, marital or domestic partnership status, pregnancy, sexual orientation, gender identity, race, color, national or ethnic origins, religious belief, disability or age. Our objective is to attract job applications and applications for development from the best possible candidates and to retain the best people.

2. DEFINITIONS

- 2.1 **“Persons with Disability”**: Persons with disabilities include those who have long-term physical, mental, intellectual, or sensory impairments, which in interaction with various barriers may hinder their full and effective participation in society on an equal basis with others.
- 2.2 **“Persons with Benchmark Disability”**: a person with not less than forty per cent. of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.
- 2.3 **“Transgender”**: A transgender person is someone whose gender identity differs from that typically associated with the sex they were assigned at birth.
- 2.4 **“Reasonable Accommodation”**: any modification or adjustment to a job or the work environment that will enable an applicant or employee with a disability/transgender to participate in the application process or to perform essential job functions.
- 2.5 **“Discrimination”**: the process of making unfair or prejudicial distinctions between people based on the groups, classes, or other categories to which they belong or are perceived to belong, such as race, gender, age, religion, physical attractiveness or sexual orientation.

3. HIRING PRACTICES AND POLICIES

In Cohizon, the functions and departments listed in Annexure 1 will be open for persons with disability. For transgender persons, all positions will be open. At Cohizon, we focus on meritocracy and do not engage in or support discrimination in hiring, compensation, access to training, promotion, termination or retirement based on any criteria for discrimination including gender, disability, or any other characteristic protected by law. All job applicants are measured against the key selection criteria considering provisions for reasonable adjustment. The key selection criteria would include only the specific skills, knowledge and abilities regarded as essential for performing the functions of the job.

Applicants invited for an interview should inform if they require any individual support or assistance prior to the interview. Cohizon would make all arrangements reasonably feasible to accommodate these requests.

4. CREATE AWARENESS

The Equal Opportunity policy is displayed on Cohizon’s website and internal awareness sessions will be conducted across the organization to highlight the essence of the policy, especially to provide employment opportunities to persons with disability and to transgenders.

5. REASONABLE ACCOMODATION

Cohizon has evaluated scope of facility improvement and working on providing the right infrastructure for reasonable accommodations, whenever necessary, basis the job's requirements for qualified employees or job applicants who have disabilities, as per both the Acts and the Rules. Such accommodation would be provided: 1) to ensure equal opportunity in the application and selection process, 2) to enable an employee with a disability and transgender employees to perform the essential functions of a job, and 3) to enable an employee with a disability and a transgender employee to enjoy the same benefits and privileges of employment as other employees. Examples of reasonable accommodation may include (but not limited to) acquiring or modifying equipment or devices, basic facilities within the premises, modifying assessment and training materials, modifying work schedules, and reassignment to a vacant position. Employees or job applicants who require such accommodation should write to the Liaison Officer, providing the details of their requirements.

6. EMPLOYEE ENGAGEMENT AND SOCIAL INCLUSION:

It will be our ongoing endeavor to make all company events and meetings inclusive by ensuring appropriate representation of all communities, ensuring the events are conducted at accessible venues with a provision of reasonable accommodation being available to employees with disabilities.

7. SPECIAL LEAVE: (for persons with disability)

An employee's request for extra leave, for a reason related to her/his disability, will be treated as a request for reasonable accommodation and will be evaluated accordingly.

8. CAPABILITY BUILDING AND CAREER DEVELOPMENT:

Cohizon will endeavor to provide course materials meant for induction and training in accessible formats on request. The request for reasonable accommodation, such as assistive aids, accessible training venue, accessible materials, interpreter etc. should be placed prior to the scheduled date of commencement of induction/training.

9. FACILITIES, AMENITIES AND CONFIRMATION WITH ACCESSIBILITY NORMS:

Cohizon aims to ensure that our physical infrastructure (buildings, furniture, facilities and services in the building/campus and transportation) adheres to the accessibility standards as prescribed by the Act. Cohizon also aims to revamp its existing facilities by 2025, to ensure strict compliance with the Act. Any new facility that is built or renovated or leased or rented will be evaluated for compliance with accessibility standards as per the Act. Any employee facing accessibility issues should report to the facilities team at their location or write to the Liaison Officer. Additionally, the following infrastructure will be given to the employees with disabilities:

- Physical Infrastructure
 1. Provision for ramps at appropriate locations.
 2. Access to elevators with ease of access to persons with disability.
 3. Dedicated washrooms that comply with standards for persons with disabilities.
- Digital Infrastructure

It is our continuous endeavor to ensure that all our documents, communication and information technology systems adhere to the accessibility standards. Any employee facing accessibility challenges can reach out to the local IT support team or write to the Liaison Officer.
- Travel, Stay and Transport

For official travel, employees with disabilities will be provided accessible modes of transport and accessible guest houses and hotels. An employee can place a written/email request for this with the Travel Desk with an approval from their functional heads.

10. SELF IDENTIFICATION FORM

All employees will be asked to fill a self-identification form in order to give information regarding any disability that she/he may have. An employee can edit the information at any time during her/his tenure. There will be no penalties imposed because she/he did not share information regarding her/his disability earlier. An employee who acquires disability can also edit and update the form. By providing personal data, the employee consents to Cohizon processing and/or using their personal information in accordance with the terms of our group and regional data privacy policies referenced below where such consent is required by applicable law.

11. GRIEVANCE REDRESSAL AND HARRASMENT PREVENTION:

Cohizon has a zero-tolerance policy on discriminatory conduct committed by an employee (which includes harassment, vilification and victimization). It constitutes a disciplinary offence in respect of which the employee may, in appropriate circumstances, be dismissed. We have a detailed policy on Prevention, Prohibition and Redressal of Sexual Harassment at Workplace- for all genders (which complies with the **Transgender Persons (Protection of Rights) Act, 2019; and Rules, 2020 (The “Transgender Act”)**). In case of any grievance, the employee should feel free to write to the Liaison Officer and may also write to OurVoice@Cohizon.com.

12. APPOINTMENT OF LIAISON OFFICER:

As per the Act Cohizon has appointed **Ms. Prutha Harshajith, President and Chief Human Resources Officer** as the Liaison Officer who will be responsible for taking initiative and providing the requisite support needed to realize the goals of an inclusive and accessible workplace and reasonable accommodation.

The Liaison Officer is responsible for:

1. Ensuring a disable friendly workplace;
2. Ensuring that all employees are aware of this policy and know their duties and rights in relation to the policy; and
3. Developing proactive strategies to prevent discrimination and harassment.

13. EXPECTATIONS FROM THE EMPLOYEES:

13.1. **Employees' Responsibility:** Cohizon expects all its employees to contribute to a respectful and inclusive work environment. The employees should be sensitive and accommodating of their colleagues, irrespective of their gender, religion, caste, disability or any other background. They should treat each other with respect, dignity and compassion.

13.2. **Leadership Accountability:** Leaders are responsible for promoting and upholding the principles of equal opportunity within their teams. They will be responsible for creating an encouraging and thriving environment for all the employees within and outside of their teams; and to ensure fairness and equality within all organization run agenda.

This policy is a testament to our commitment to fostering a diverse and inclusive environment where every employee can thrive and achieve their full potential. By adhering to these principles, we aim to set a standard for integrity and fairness in all our corporate activities.

THE RIGHTS OF PERSONS WITH DISABILITIES ACT, 2016 THE SCHEDULE [See clause (zc) of section 2] SPECIFIED DISABILITY

Disability	Work Area
Locomotor disability – Amputation*	Administration, Research and Development, Quality Assurance, Lab Assistant, Managerial or supervision job, Security
Physical Disability – Cerebral palsy, Muscular dystrophy, Leprosy cured person, Acid attack victims means a person disfigured.	Not feasible now
Physical Disability – Dwarfism- height of 4 feet 10 inches (147 centimeters) or less;	Administration, Reception, Data Entry, Finance, Purchase
Visual Impairment	Case to case basis
Hearing Impairment	Reception, Data Entry, Finance, Purchase,
Speech and Language Disability	Security, Data Entry, Finance, Purchase
Intellectual Disability - specific learning disabilities- Autism spectrum disorder	Not feasible now
Mental Behavior	Case to case basis
Neurological Conditions - multiple sclerosis, parkinson's disease	Not feasible now
Blood Disorders – haemophilia, thalassemia, sickle cell disease	All areas except work areas mentioned in Annexure - I
Multiple Disabilities	Depending on the nature of the disability
Any other category	Depending on the nature of the disability

Work areas where Exception Blood Disorders not to be employed w.r.t PWD SIL Policy - Annexure - I		
Chemical Name	CAS-No.	Plant
4-Fluoroaniline	85734-18-5	Unit I Plant A
3-(Trifluoromethyl)aniline	98-16-8	Unit I Plant A
Chlorobenzene	108-90-7	Unit I Plant A, C & E
Pyriofenone	688046-61-9	Unit I Plant D
Dichloromethane; methylene chloride	75-09-2	Unit I Plant D, RAM
N, N-Dimethylaniline	121-69-7	Unit I Plant A
2,3-Dichloroaniline	608-27-5	Unit I Plant H
2,3-dichloronitrobenzen	3209-22-1	Unit I Plant H

Cohizon Life Sciences Limited (Erstwhile known as Sajjan India Limited)

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