

**SERENTICA RENEWABLES
SOCIAL ACCOUNTABILITY POLICY
(Human Rights at Workplace)**

Originating Department	Human Resources
Category	Social Accountability
Version	HR/Social Accountability/2023-24/VER-01
Policy Title	Social Accountability Policy
Approved By	Group Chief Human Resources Officer – Ruhi Pande
Effective Date	01-12-2023

1. INTRODUCTION:

Social Accountability is a measure of an organization's awareness of emerging social concerns, and the priorities expressed by the various stakeholders. It is reflected in the organization's commitment to social engagement, and addressing those important stakeholder concerns, including:

- a) Willing legal and moral compliance with local and international employment, health and hygiene, safety, and environment laws.
- b) Respect for basic civil and human rights; and,
- c) Building better futures for local communities.

This policy is specifically designed for all employees of Serentica Renewables India Private Limited, hereinafter referred to 'Serentica'

2. OBJECTIVE:

Serentica is committed to provide a socially accountable work environment to all employees and uphold ethical business practices by respecting employees' rights to ensure a decent Workplace. This is aimed to be achieved by adopting a companywide culture, which aims at continuous Improvement in our social performance.

Serentica supports and respects the protection of international human rights within the sphere of our influence and ensures that we are not complicit in human rights abuses. We will conform to the principles of Social Accountability.

3. POLICY STATEMENT:

Serentica supports and respects the protection of international human rights within its sphere of influence and ensures that we are not complicit in human right abuses.

Serentica is committed to confirm to the principles of international standard of Social Accountability along with the Company policies.

4. SCOPE OF SOCIAL ACCOUNTABILITY POLICY:

The Policy on Social Accountability covers the following:

I. PROHIBITION ON EMPLOYMENT OF CHILD LABOUR.

Child labour is considered any work performed by a child younger than 15 years old, unless the minimum age for work is higher by local law. The standard also sets requirements for the employment of "young workers" who are younger than 18 but older than 15 years old as specified above.

We do not engage in or support or tolerate the use of child labour. No person under the age of 18 shall be employed whether in direct or indirect roles.

Our suppliers are prohibited from engaging or encouraging the use of child labour both as direct as well as indirect associates/employees/deputies.

II. FORCED AND COMPULSORY LABOUR, MODERN SLAVERY & HUMAN TRAFFICKING:

Forced labour is an important aspect of social compliance that has been banned through some specific legislature outside of voluntary standards. The guideline of Social Accountability forbids employing forced or slave labour, as well as withholding personal documents, salary, or benefits from employees/workers.

Serentica does not engage in or support the use of forced or compulsory labour, modern slavery & human trafficking. We confirm that no personnel have ever been or will ever be required to pay 'deposits or lodge identification papers or original documents of government identification papers such as PAN Card, Aadhar Card, Passport, Bank Pass books, any other legal / official / personal documents such as original marksheets, certificates, degrees etc. with our company upon commencing employment.

We ensure that forced or compulsory labour is not used in the supply of our materials or services, and that the overall terms of employment are voluntary. Business commits to support governments and law enforcement to prevent human trafficking through awareness raising, staff training and reporting suspicious behavior in its area of influence.

Serentica ensures that its every employee has right to leave the workplace at the end of each working day and are independent to terminate their employment with Business with reasonable notice and terms as fairly stated in the letter of appointment/contract.

III. HEALTH & SAFETY:

Serentica is committed to provide a safe and a healthy workplace environment and shall continue to take effective steps to prevent potential accidents and injury to workers' health arising out of, associated with, or occurring in the course of work. In addition, health and safety is a priority issue and is monitored regularly, responsibility is taken for implementation of all health and safety standards as per Social Accountability guidelines and other applicable local laws.

IV. DISCRIMINATION:

Serentica does not engage in or support discrimination in hiring, remuneration, access to training, promotion, termination, or retirement based on race, colour, national extraction or social origin, caste, birth, religion, disability, gender, sexual orientation, family responsibilities, marital status, union membership, political opinions or affiliations, age, or any other condition that could give rise to discrimination.

We believe in equal opportunities and equal treatment for one and all and strive to provide a fair and opportune work environment for its employees and a fair business opportunity for all its associates and suppliers.

V. DISCIPLINARY PRACTICE:

Serentica, at all times is committed to treat all personnel with dignity and respect and does not engage in or tolerate the use of harassment, mental or physical coercion, or verbal abuse of personnel. In addition, to the greatest extent practicable, we employ local personnel and provide training with a view to improving skill levels. Business ensures to not engage into or tolerate the practice of any corporal (physical) punishment, mental or physical coercion, or resulting in inappropriate and illegitimate wage deductions, reduction in other employment benefits.

VI. WORKING HOURS:

Serentica complies with applicable laws and industry standards on working hours and public holidays. In addition, we comply with overtime compensation requirements, whenever applicable as per the statutory guidelines.

It is mandatory for all our suppliers to allow at least **one day of rest following six consecutive days of work**. And the normal work week should not exceed 48 hours.

VII. COMPENSATION:

Serentica respects the right of every personnel to a living wage and legally mandated benefits. Business ensures that compensation paid for work shall always meet at least legal or guidelines of the applicable enactments under the gamut of Labour Laws and is revised from time to time in commensuration to the statutory guidelines.

VIII. FREEDOM OF ASSOCIATION:

Serentica respects and supports the right to freedom of association and ensures that workers and organization is not subjected to any discrimination at workplace.

IX. PROCESS FOR REVIEW AND EFFECTIVENESS:

The Management Team of Serentica through its designated executives monitors the adherence to the statutory and internal guidelines laid under this policy and periodically assesses the efficiency of this system to take any corrective or preventive necessary actions for continuous improvement.

Serentica is committed to continuously improve the ways in which we promote, communicate, and manage our social accountability obligations with our employees, clients, suppliers, sub- contractors, and the wider communities in which we operate.

We will ensure that this policy is reviewed periodically and is communicated to the concerned stakeholders.

Approved By



Ruhi Pande
Authorized Signatory

GUIDELINES TO CONTRACTORS OF SERENTICA

The following guidelines applies to all contractors whether providing services, manpower, material or engagement for any work other than these for the performance of contract or engagement with Serentica Renewables India Private Limited.

All contractors/suppliers are governed by this Social Accountability Policy of the Business and are mandated to ensure adherence to the same and enforce social accountability vide guidelines of this policy of Serentica.

Every Contractor/Supplier shall:

- adhere to guidelines of the aforesaid policy and the terms of declarations signed by them as set forth.
- ensure to adhere to Business' audit guidelines w.r.t the said policy and will ensure to submit the required proof of compliances from time to time or as and when asked by Business.
- adhere to all applicable laws (including revisions/amendment) from time to time.
- keep Business and its Clients indemnified on account of any penalties, liabilities arising out of any non - adherence / non compliances on part of any of the compliances linked with the said policy.
- submit compliance certificate / declaration on compliance adherence as per the business guidelines.

SUPPLIERS DECLARATION FOR PREVENTION OF MODERN SLAVERY

AND

ADHERENCE TO SOCIAL ACCOUNTABILITY POLICY

By signing this document, you confirm that you fulfill the requirements as set out in this Supplier Declaration.

As a supplier to Serentica you shall,

- comply with all applicable laws and regulations;
- not employ any manpower resource under the age of 18 years whether as an employee or a contract labour or a consultant or any other nature of engagement for deputation of rendering services under the applicable laws;
- not engage or employ people against their own free will, nor any personnel is required to lodge 'deposits' or 'identity papers' or any 'government record/document or personal documents including original marksheets, degree / diploma certificates, PAN Card. Aadhar Card, Passport, Election Card etc. upon commencing employment;
- comply with all applicable local laws regarding working hours, leaves, holidays, and weekly offs and ensure payment of adequate compensation for overtime as mandated by law, whenever applicable.
- not force any employee to work overtime and that your employees will have a choice to choose whether to be deputed for extra hours of work in case of any business exigencies and that they shall never be forced to work overtime against their will or in violation of statutory guidelines with respect to overtime.
- confirm that your employees are free to terminate their employment as per fair and agreed terms of contract whenever they wish to do so. They will not be forced to stay back or be penalized either monetarily or non-monetarily for willing moving out of contract/employment as per terms of employment.
- ensure that minimum wages are paid to employees / workmen / labourers /any personnel engaged as a manpower for rendering services as per the applicable local laws;
- not withhold or deduct wages for disciplinary reasons, unless permitted by national law or fair terms of agreement.
- treat your employees equally and fairly and will not tolerate any form of harassment or discrimination whether on grounds of caste, creed, gender, beliefs, religion, preferences etc.
- not allow abusive, threatening, exploitative or sexually coercive behavior in the workplace or client's premises.
- ensure that there are no instances of human trafficking, sexual exploitation, slavery and bonded / forced labour on your employees/ contract labour.
- strive to continually improve the ways in which you promote, communicate, and manage your social accountability obligations with your employees, clients, suppliers, sub-contractors, and the wider communities in which you operate and continue to abide by code of conduct of Serentica Renewables India Private Limited.
- through safe working practices, minimize / eliminate the causes of all safety hazards in the workplace environment, wherever reasonable/applicable.

- provide effective health and safety training to staff including those deputed at Serentica and its client sites/offices.
- provide staff with appropriate protective equipment as mandated by nature of work, statutes and business/client requirement at your own expense.
- provide staff with free access to clean toilet facilities, potable water and sanitary facilities for food storage.

Declaration signed by Supplier:

Supplier SPOC Name:

Designation:

Address:

Date & Time:

Signature: