# STEAMHOUSE INDIA LIMITED

(FORMERLY KNOWN AS ANKLESHWAR ECO ENERGY LIMITED) CONTACT NO. : +91 9099512222

CIN: U40300GJ2015PLC083493 Email Id: info@steamhouse.in

#### **HUMAN RIGHTS POLICY**

As Human Beings, we are bestowed with certain fundamental rights which are exclusively available for us and no one has the power to stop us from enjoying these rights. These are moral entitlements which are inalienable and inherent in all human beings by virtue of their humanity alone irrespective of caste, color, creed and place of birth, sex, cultural difference. Employees and Workers working in organizations and industries respectively are also Human Beings, so they are also privileged to enjoy these rights within the organization without any hindrance.

Every Company has a responsibility to respect and protect human rights of their employees, workers, clients and contractors whilst their operation. Any violation of human rights by a company can have serious consequences such as lawsuits, loss of goodwill and investments, heavy monetary penalties or cancellation of license and winding up of their operations. At Steamhouse, we respect every employee's right to help them in performing their roles smoothly and effortlessly. We at Steamhouse perform our business activities ethically and bear in mind the necessary Human Rights whilst our operation. These rights are in conformity with Constitution of India, Universal Declaration of Human Rights and ILO (International Labor Organization) declaration on Fundamental Principles and Rights at Work.

Steamhouse strives to provide following privileges:

- Hire, promote, transfer, train employees on the basis of their aptitude, experience and skills irrespective of caste, creed, color, language, religion, ethnicity, age, gender and marital status. Payment of wages and salary as per the applicable laws and industry standards without any discrimination and prejudice. To not allow employees work for more than 48 hours a week (excluding overtime) irrespective of their designation and follow other applicable laws in relation to work hours and leaves.
- Allow employees to form or join labour union or any other union or organization or committee of their choice and negotiate collectively for their mutual interest without any harm to others.
- Prohibit and eradicate child labour or any other forced labour within the organization. To
  not participate in any type of transaction or deal with any client or contractor who promotes
  or engage child as a labour. To refrain from hiring workers who are under the age of 14.
  Reporting of any instance of child or forced labour to senior management through
  employees.
- Respect privacy of our employees, vendors and clients and keep their personal or confidential information safe and to not disclose it to any third party.

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- Ensure that modern slavery or human trafficking does not take place within the premises of the organization. To report incidents of human trafficking to senior management and suggest appropriate punitive measures.
- Treat every employee with dignity and respect as it helps to develops sense of security and
  integrity in the mind of employee thereby increasing productivity of the company.
  Encouraging open communication and valuing opinion of each and every employee.
  Providing freedom of speech and expression among all employees.
- Keeping our business operations transparent. To disclose necessary financial, technical and legal information among employees. This increases trust and loyalty among employees. It also fosters open dialogue and clear communication between managers and employees.
- Provide healthy and safe workplace that is free from hazards, accidents, pollution, violence and harassment for better productivity. To maintain, at all the time, cleanliness and hygiene within the premises.
- Eliminate and curb to the fullest, physical and psychological harassment within the workplace. Bullying, abuse and other type of threats are totally prohibited irrespective of the fact it is between colleagues or by any manager.
- Provide all employees, benefit of annual, maternity/paternity, sick/medical, Marriage/Bereavement and sabbatical leaves.
- Continuously provide all employees with various opportunities to grow and develop by providing promotions periodically. Conducting learning and development programs, training and seminars.
- Identify and carry out risk assessment in the areas where above rights are being violated and take actions against people who violate the above rights.

### Complaints:

Employees who witness activity being done which is violating this policy shall approach the committee formed under this policy and provide a written complaint in regard to the same.

#### Committee:

A committee has been constituted by the management to ensure the protection of rights of employees and also to consider and review complaints of violation. The committee shall take into consideration of every written complaint made by any employee inregard to any violation under this policy and take action. The committee shall make a written report of the action taken by the committee to resolve the issues mentioned by the employee in the complaint. Every member of

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the committee shall meet on 15<sup>th</sup> of every month to ensure the proper implementation of the policy is being done in the. The members of the committee are as follows:

- 1. Mr. Lalan Kumar Yadav- Director
- 2. Mr. Vaibhav Gattani- Chief Financial Officer
- 3. Ms. Shruti Pandey- Legal Officer

The policy is brought into effect from 14<sup>th</sup> November and shall be reviewed periodically for its aptness and will be rectified and updated as necessary.

Signed By

Vaibhav Gattani

Jailthan Ga

Chief Financial Officer