

	<b>BHARAT BALANCING WEIGHTSS &amp; CO</b>			<b>ANNEXURE</b>	
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## **BHARAT BALANCING WEIGHTSS & CO**

### Coimbatore

### **HUMAN RESOURCE POLICY**

BBW, the manufacturers of Wheel Balance Weights, is committed to a transparent HR Policy that promotes fairness, equality, and respect for all employees.

- Management commits itself to treat all employees equally, regardless of race, religion, colour, sex, age, social status, etc. of an individual.
- Management aims to be free of any type of discrimination in all its areas of activities including recruitment, hiring, discipline, discharge, pay, promotion, work assignment, scheduling of working hours and training. Periodic increments will be provided to employees based on the KPI of the individual and the company's yearly targets.
- Exceptions to the non-discriminatory policy may be allowed where local laws require that the employer give preference to individuals of certain protected or favoured status.
- Management also aims to protect its employees against any acts of harassment such as bullying, intimidation, degradation, sexual harassment, etc. at the workplace. Management will address all such reported matters through an appropriate complaint handling process.
- Confiscation of personal documents: Confiscation of workers' personal identification documents may constitute a violation of their human rights (e.g., freedom of movement) and may be considered a form of forced labor. Companies should not request or retain personal documents unless legally required to do so, or if requested by the worker.



**10/4/2024**

**Managing Director**