



Equal Opportunity & Anti-Discrimination Policy

Dept : HR Department	Revision Date	13.01.2024
Approved By : CHRO	Revision No.	01

- **Objective:**

The objective of this policy is to provide and maintain a work environment that is free of discrimination.

- **Policy Guidelines:**

- ✓ MTL has a zero-tolerance for discrimination, harassment, and retaliation in any form. This includes, but is not limited to, discrimination or harassment based on Caste, Race/Culture, Sex, Color, Creed/Grade, Religion, Disability or Handicap, Age, Height, Weight, Veteran status or Marital status. Any conduct that violates this policy will result in prompt and appropriate disciplinary action, up to and including termination of employment.
- ✓ It does not permit the lowering of bona fide job requirements, performance criteria, or qualifications. In order to give preference to any employee or applicant for employment on the basis of the above basis of discrimination.
- ✓ For the purpose of this Policy such non-discriminatory treatment will include, but not be limited to the following:
 - Employment
 - Training
 - Promotion or transfer
 - Recruitment or recruitment advertising,
 - Termination of Employment and all forms of Compensation.
- ✓ Employees of the Organization shall be treated with dignity and in accordance with the Organization's policies to maintain a conducive and congenial work environment free of any discrimination, whether physical, verbal or psychological.
- ✓ The policies and practices of the Organization shall be administered in a manner that would ensure that in all matters equal opportunity is provided to those eligible and the decisions are merit-based.
- ✓ This policy outlines our stance on these issues and our commitment to providing training to ensure compliance and awareness among all employees.