



Gender Policy

We are committed to providing a secure, professional and enabling work environment to our employees, a place of work that is gender sensitive and recognizes the role of men and women as equal players.

The objectives of this gender policy are:

- a. To strive for gender equality at an organizational level.
- b. To foster a social, physical and psychological environment that will enable employees to work productively.

The gender policy guidelines are as below:

- a. Recruitment: Svasti seeks gender balance in staffing. Women candidates are encouraged to apply for all vacancies including management and leadership positions both at the field and head office. There is a non-discrimination clause in our recruitment policy (Refer to page no 12 of the Human Resource Manual). We encourage and promote during recruitment that we an equal opportunity employer.
- b. Conducive professional environment for all Genders: At Svasti all our HR metrics are gender disaggregated. For
e.g. all quarterly and annual reviews of metrics around number of staff, trainings completed, employees promoted, staff exits, performance appraisals etc are analyzed by gender.
- c. Capacity building for gender sensitization: In our induction program we include a module on gender sensitivity, sexual harassment, maternity leave and appropriate behavior at workplace, during refresher trainings, sessions are conducted on awareness and confidence building for the field staff, with special focus on the women staff.
- d. Harassment: Our Sexual Harassment Policy is in compliance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act 2013.
- e. Staff Policies: Staff policies such as paternity and maternity policy and sexual harassment policy are gender sensitive and are being reviewed periodically.

Applicability

This policy applies to all regular and contractual staff of Svasti.

Reporting

Management will report gender disaggregated HR data and any non-compliance with respect to sexual harassment to the board during the board meetings.

[updated 6th August 2020]