



Indian Renewable Energy Development Agency Limited  
(A Mini Ratna Category-I PSU)

# **IREDA's** **HUMAN RIGHTS POLICY**

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**HR DEPARTMENT**

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## Document Control

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# **IREDA's HUMAN RIGHTS POLICY**

## **1. INTRODUCTION:**

IREDA, a Non-Banking Financial Company, hereinafter referred to as "Company" is committed to respecting the human rights of its workforce, communities, investors, customers and those affected by its operations, wherever it does its business; wholeheartedly encourages all its stakeholders to respect human rights, adhere to applicable national and international principles; and respect the spirit and intent of this policy.

## **2. OBJECTIVE:**

The objective of this policy is:

- a. To express the Company's commitment to carry out business with ethical values and embrace practices that support human rights in every geography, where it operates.
- b. To recognize and acknowledge our commitment to nationally and internationally recognized human rights principles and standards.
- c. To ensure diversity, equity and inclusion within the Company and no human rights violations of any sort, knowingly or unknowingly across the operations and value chain.

## **3. SCOPE:**

- a. This policy applies to all stakeholders. 'Stakeholders' for the purposes of this policy shall include Directors, regular employees, personnel engaged on temporary/ contract basis, trainees, apprentices, interns, any other person associated with the Company including vendors, suppliers, contractors, consultants, service providers or any outside agency(ies), or such other persons, including those acting for or on behalf of the company.
- b. The Company expects its various stakeholders to treat their employees, and to interact with communities in ways that respect human rights and adheres to the spirit and principles of our Human Rights Policy.

## **4. PRINCIPLES:**

### **a. Equal Opportunity, Non-Discrimination, Diversity and Inclusion**

- i. The Company encourages an inclusive work environment, wherein diversity is valued, and equal opportunities are available to all the employees and stakeholders.
- ii. The Company endeavours that the work environment across its operations remain free from discrimination in any form. The Company prohibits discrimination in the matter of compensation, training, opportunities and employee benefits on the basis of caste, creed, religion, language, ethnicity, disability, age, gender, sexual orientation, race, colour, marital status etc. or any other legally protected rights.

**b. Prevention of Harassment**

- i. The Company is committed to treat its employees with dignity and provide a work environment free from all forms of harassment, whether physical, verbal, psychological or any other type of harassment protected by state, or local law or ordinance or regulation.
- ii. The Company prohibits any conduct that may foster an offensive or hostile work environment, including unwelcome or unsolicited sexual advances, and has zero-tolerance towards the same.

**c. Freedom of Expression**

The Company recognizes and respects the right of its employees to exercise freedom of expression.

**d. Labour Standards**

- i. The Company ensures compliance with applicable laws related to wages, work hours, leaves, leave with wages, and benefits, to both regular employees of the company as well as contractual and outsourced staff provided by the contractor.
- ii. The Company is committed for compensation in case of incapacity or loss of life, to the victim or dependent as the case may be directly or through agency or contractor, as per applicable policy or regulation or laws.

**e. Safe and Healthy Workplace**

- i. The Company is committed to provide and maintain a safe, healthy workplace by addressing the risks of accident, injuries and hazards on a continuous basis.
- ii. The Company is focused on inculcating a culture of awareness, monitoring and participation surrounding health and safety directly or through agency or contractor as applicable.
- iii. The Company is also committed to maintain a workplace that is protected and secured from violence, intimidation, harassment or any other form of disruptive conditions due to internal or external threat.

**f. Prohibition of Child Labour and Forced Labour**

The Company has zero tolerance towards and prohibits engagement of Child Labour, Forced Labour and any form of human trafficking. The Company is committed to ensuring that no instance of Child or Forced Labour occurs in any of its operations and establishments.

**g. Right to Privacy**

The Company respects the privacy of every individual and ensures utmost secrecy and confidentiality of information/ concerns in relation to disability/ sexuality/ gender identity or any other personal information shared with it by its employees (or potential candidates). However, if any disclosure is mandated under law, then any such disclosure will be handled with utmost confidentiality and in accordance with applicable laws.

#### **h. Anti-Corruption**

The Company has zero tolerance towards malpractices of bribery or corruption in any form, in its business, directly or indirectly. The Company operates and expects its associates to operate, conforming to the highest moral, ethical standards, and fostering a culture of integrity and transparency. The Company has adopted a Whistle-blower policy and complaint handling mechanism for reporting concerns about bribery, corruption or fraud.

#### **i. Environment**

IREDA strives towards the integration of environmental, health, social equity and economic vitality within the Company and beyond. Manifestation of this vision is evident in our business operations providing financing and developing in the eco-friendly new and renewable projects, energy efficiency projects.

#### **j. Grievance Redressal**

- i. Appropriate systems and mechanisms with time bound process for redressal, such as Grievance Management System, Internal Complaints Committee, Whistle-blower Policy etc. are in place to allow for resolution of the issues raised under this policy.
- ii. This helps in grievance redressal, maintaining high standards, monitoring and learning for continuous development and in incorporation of new policies and practice, to properly anticipate, respond and sync with changing environment.

### **5. NODAL OFFICER:**

Head of HR Department or his/her nominated representative shall be the **NODAL OFFICER** for the purpose of this policy, who may be contacted for any complaints and suggestions at his/her office in the Company.

### **6. REVIEW AND GOVERNANCE:**

- a. The Management of the Company, through Human Resource Department along with Functional Heads of the Company is responsible for ensuring that the policy is implemented throughout the Company.
- b. Any guidelines on Human rights issued by the ILO/ appropriate govt. authority from time to time will automatically be part of this policy.
- c. IREDA will periodically review the policy and our implementation with respect to its suitability and effectiveness.

### **7. GENERAL:**

The Chairman & Managing Director of the Company reserves the right to vary and/or amend the terms of this policy from time to time.