

HR POLICY STATEMENT

Human Rights, Diversity & Inclusion

The Bank is committed to fostering a diverse workforce through fair employment practices, valuing all employees. By reflecting client diversity, the Bank aims to enhance business value through varied perspectives. Key commitments include:

- (i) Respecting differences like age, gender, and ethnicity.
- (ii) Ensuring equal opportunities for skill development.
- (iii) Maintaining a harassment-free space for open dialogue.

Healthy and safe workplace

The Bank is committed to providing a safe and healthy workplace for all employees and stakeholders, including contractors, visitors, and customers. The Bank's management shall ensure compliance with relevant health and safety legislation, focusing on educating employees about the importance of maintaining their own safety and health, as well as that of others.

Grievance Redressal

The Bank shall ensure that employees are provided with a fair hearing regarding any grievances arising from their employment and shall offer the right to appeal to higher levels of Management if their grievances remain unresolved.

The grievance procedure is designed to resolve issues as close as possible to their point of origin and aims to:

- (i) Ensure grievances are settled fairly in accordance with the Bank's Grievance Redressal Policy.
- (ii) Address grievances as expeditiously as possible.

Commitment to a Harassment-Free Environment

The Bank aims to provide a workplace free from discrimination and harassment. Harassment is strictly prohibited, with serious disciplinary actions, including termination, for offenders. All forms of harassment, bullying, discrimination, sexual violence, and sexual exploitation are banned. Harassment is described as unwanted conduct that affects dignity and may include physical, verbal, or non-verbal behaviour. Discrimination involves unfair treatment based on race, sex, religion, nationality, sexual orientation, disability, age, or other protected classes.

The Bank is dedicated to fostering a respectful workplace, free from harassment and bullying. All employees must adhere to this policy and treat each other with dignity.

Code Of Conduct

All employees of Bank shall conduct themselves with integrity, honesty, in a professional manner and avoid inappropriate behaviour. All employees of the Bank are required to abide by the standards set for in this code while working in the premises of the Bank, at Bank-sponsored business and social events or at any other place where they act as representative of the Bank.