



Remfry & Sagor

Human Rights Policy

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Introduction

At Remfry & Sagar - a partnership firm, carrying on the profession of attorneys at law and having its principal office at Remfry House, Millennium Plaza, Sector 27, Gurgaon - 122009, Haryana ('R&S') - we are committed towards recognising the fundamental rights of an individual and upholding the principles of human dignity, equality, freedom, religion, culture and justice. We recognize our responsibility to support and protect human rights in all aspects of our operations, including our interactions with clients, members of the Firm, stakeholders, consultants and the broader community. Our commitment to human rights is aligned with the Constitution of India and international human rights standards including the UN Guiding Principles on Business and Human Rights.

Scope

This Human Rights Policy applies to all partners, employees, consultants, and representatives of R&S. We expect all stakeholders, including clients, suppliers and business partners to respect and support human rights in accordance with this policy.

Core Principles

1. Equality and Non-Discrimination

- We are committed to providing equal opportunities and fostering an inclusive environment that is free from discrimination on the basis of gender, race, ethnic origin, caste, disability, age, nationality, language, sexuality, religion or belief, marital status, social class or any other protected characteristic.
- We actively promote diversity within the firm and encourage equitable representation across all levels of the organisation. Our commitment to upholding human rights includes a risk-based assessment of third party providers and clients.
- Reference may also be had to the Firm's '**Equality and Diversity Policy**' in this regard.

2. Respect for Human Dignity

- We respect the dignity of every individual and are committed to maintaining a workplace where all employees are treated with fairness and respect.
- Physical violence, threats, corporal punishment, mental coercion, verbal abuse, disrespectful behaviour, bullying or harassment of any kind or any such form of mistreatment is not tolerated.

3. Fair Labour Practices

- The Firm offers, with all fairness, remuneration packages relative to industry, with no discrimination regarding compensation, training opportunities and other such benefits. We comply with all relevant labour laws and ensure that members of the Firm are provided with a safe working environment, reasonable working hours, and a healthy work-life balance.
- We are aware of the framework and requirements of legislations tackling child labour, forced labour, slavery and other form of human trafficking and affirm that our internal practices and external business relationships comply with the tenets of the aforesaid legislations.

- Reference may also be had to the Firm's '**Policy on Prevention of Sexual Harassment of Women at Workplace**' in this regard.

4. **Privacy and Data Protection**

- R&S is committed to maintaining the privacy and integrity of personal data of its clients, members of the Firm, retainers, contractors and other business contacts, including personally identifiable information or personally sensitive information in compliance with relevant data protection laws and regulations.
- Reference may be had to R&S's '**Privacy Policy**' in this regard.

5. **Commitment to Environmental Sustainability**

- We recognise the interconnection between environmental protection and human rights. We are committed to adopting sustainable business practices that minimize our environmental footprint and contribute to the protection of natural resources for future generations.

6. **Anti-Corruption and Ethical Practices**

- We maintain a zero-tolerance policy towards bribery, corruption, and unethical conduct, actual or suspected fraud. Our Firm operates with the highest levels of integrity and accountability, and we expect all members of the Firm to act in accordance with our ethical standards. This includes a commitment to protect whistleblowers from harmful or adverse actions.
- R&S follows an ethics and compliance process that communicates its commitment to uncompromising integrity in accordance with corporate values, and ensures compliance with all applicable laws, rules, and regulations – reference may be had to the Firm's '**Anti-Corruption, Ethics and Compliance Policy**' in this regard.

Implementation and Accountability

- **Awareness:** This policy is publicly available and communicated internally and externally to all personnel, business partners and other relevant parties. It is also reflected in the Firm's operational policies and procedures.
- **Grievance Mechanism:** We provide an accessible and confidential grievance mechanism to raise concerns regarding potential violations. Complaints are investigated promptly and appropriate remedial action taken swiftly.
- **Monitoring and Reporting:** We undertake suitable due diligence processes towards identifying and assessing potential and actual human rights impacts associated with our practice, and taking appropriate action to prevent or mitigate risks. Also, we are committed to periodically reviewing, improving and updating Firm policies including our '**Human Rights Policy**'.

This Human Rights Policy has been approved by the senior leadership of Remfry & Sagar.