

TCNS AFFIRMATIVE ACTION POLICY

PHILOSOPHY AND AFFIRMATIONS

(a) HUMAN RIGHTS PROTECTION

TCNS Clothing Co. Limited recognizes the valuable role that our business can play in protection of human rights. Our business units and offices are committed to respecting the human rights of our workforce, employees, value chain partners, customers and consumers.

This is an area of growing importance to our employees, workers, shareholders, investors, customers, consumers and the community where we operate in. There is therefore both a business and a moral case for ensuring that human rights are upheld across our operations and our value chain. Our approach starts with the respect of the rights of women and extends to their promotion as well as helping to develop skills and open up opportunities, both in our own operations and our value chain.

TCNS endeavors to achieve the commitment by:

- Maintaining positive legal compliance with applicable constitutional and regulatory human rights requirements.
- Establishing clear accountability by assigning adequate resources and responsibilities for effective management of human rights risks.
- Aligning our existing policies, processes and activities with our commitment to respect human rights, including those that apply to labour practices, engagement with indigenous people, supply chain, and security management.
- Promoting awareness of human rights among employees at various levels of our operations through appropriate training and regular communication.
- Engaging with stakeholders in an inclusive, transparent and culturally appropriate manner on human rights concerns related to our business activities.
- Providing access to remedy by resolving grievances in a timely and culturally appropriate manner.
- Prohibiting all forms of child labour, forced / trafficked labour, discrimination and harassment.
- Valuing diversity and equal opportunity.
- Developing goodwill, creating sustainable employment and stimulating economic opportunities, in the communities that host our activities;
- Encouraging our contractors, suppliers and other organizations, with whom TCNS has a business relationship, to adopt the commitments mentioned in this Policy.
- Continuous evaluation and review to strengthen our approach to addressing human rights, including labour rights.
- Working with other industry associations, NGOs, suppliers and other business partners to address shared challenges.

(b) PROTECTION OF THE INTEREST OF DISADVANTAGED, VULNERABLE AND MARGINALIZED SECTIONS

At TCNS, we have developed a culture and practice that ensures that equitable opportunities are available and accessible by all those who may suffer from discrimination (such as persons with disabilities, ethnic minorities, indigenous people.).

TCNS endeavors to:

- Provide equal employment opportunities to the individuals with disability.
- Not to encourage any discrimination on the basis of race, sex, religion etc.

- Create new opportunities in remote locations by encouraging our vendors to set up new plants/factories/warehouses and generate employment, specifically for women and disadvantaged sections of the society.
- Create awareness among the society to enable and encourage work by female members of family.
- Provide vocational training to women.
- Provide education facility to unprivileged children and create awareness on educating females through the implementing agencies engaged in the Corporate Social Responsibility projects of the Company.

(c) STAKEHOLDERS ENGAGEMENT

TCNS Clothing Co. Limited recognizes all of its stakeholders including individual consumers, institutional customers, employees, investors, vendors, value chain partners, shareholders and public in general. TCNS endeavors to develop the processes and insights regarding the engagement of the Stakeholders from time to time. Embedding the principles of inclusiveness, transparency, materiality, completeness and cultural appropriateness in all our engagement activities. Designing appropriate engagement methods and plans that meet international standards, are tailored to the needs of the stakeholders and have well-defined objectives and outcomes that can be documented and monitored. Continuously improving the stakeholder engagement methods by sharing good practice methods and learning from the current engagement processes.

TCNS aims to:

- Delight its customers by offering a variety of quality products at right prices.
- Ensure through our employees and channel partners that customers are not subjected to any unfair trade practices.
- Conduct periodic customer and consumer surveys to take feedback from the community.
- Fulfilling our promises and be honest and forthright in everyday interactions with customers, suppliers, and others.
- Promote sustainable manufacturing processes & ethical business standards and encouraging the vendors and partners to adhere to the best practices.
- Provide good and safe work environment and thriving culture to its employees, vendors and service providers.
- Provide timely disclosures and dissemination of information to our shareholders & appropriate authorities through earnings calls, conference calls and any other manner as may be necessary.
- Resolving shareholder grievances in time bound and reasonable manner.

(d) GRIEVANCE REDRESSAL

Grievance/Complaint

A “Grievance/Complaint” is defined as any communication that expresses dissatisfaction about an action or lack of action, about the standard of service/deficiency of service of an insurance company and/or any intermediary or asks for remedial action.

1. Customers and Consumers

- A dedicated customer grievance handling team to address any product and service-related issues w.r.t. to quality of products, delivery standards etc. The Customer care cell responds/ addresses to the queries / grievances of the consumers in a time bound manner. The reports and are continuously monitored by the sales and E-commerce team to ensure adherence to the standards and commitments.

2. Shareholders and Investors

- An approved framework for dissemination of mandatory information to the stakeholders/ appropriate authorities: Timely disclosures and dissemination of information to our shareholders & appropriate authorities are done through earnings calls, conference calls and any other manner as may be necessary. The shareholder queries are addressed in a time bound manner as laid down under applicable regulations. The Compliance team monitors the reporting and grievances. The Stakeholder relationship Committee and the Board of directors are updated on a quarterly basis.

Email ID for the grievance redressal is – investors@tcnslclothing.com

3. Employees and Workforce and Community

- The queries and grievances of the employees and workman are handled by the Human resource department. Effective and regular communications are done by the Human Resource Team to the employees and external stakeholders with respect to employee rights, safety, health, equal opportunity etc.
- As a part of its CSR initiative, the Company undertakes CSR activities in accordance with Schedule VII of the Companies Act, 2013 as per the recommendation of the CSR committee and CSR policy of the company to help the marginalized and disadvantaged sections of the Society. The Company has engaged implementing agencies with primary objective of the women empowerment, holistic education for children and poverty eradication.
- The Company promotes employment of the women and also encourages its Vendors, Suppliers and Service providers to employ women.
- The Company has a vigil mechanism and whistle blower policy in place to encourage the stakeholders including employees to raise their concern with direct access to the chair of the Audit committee.
- The Company has a POSH Policy in place and constituted the Internal Complaint Committee to address any issues under POSH. The company provides periodic trainings to all its employees on the same. The reporting under the POSH and Whistleblower mechanism are constantly monitored, corrective actions are undertaken and reported to the Audit Committee and Board of Directors of the Company.

Email ID for the grievance redressal is – whistleblower@tcnslclothing.com

4. Vendors/ Supplier and Service Providers

The Company has Anti -Fraud and Anti -Bribery Policy in place to address any grievances of the external stakeholders like vendors, suppliers and service providers. These policies are applicable and extend to all the internal and external stakeholders. For any grievances and complaints, there is a defined procedure of inquiry and investigation as detailed in the policies. The complainant can approach the designated officials of the company. The details of the policies are communicated to the vendors/ Suppliers, service providers and internal stakeholders for creating awareness on the handling the grievances if any. The matters reported are appropriately addressed as per the procedure laid down in the policies and are reported to the managing director, Audit committee and the Board of Directors on a quarterly basis.

Email ID for the grievance redressal is – ethicsofficer@tcnslclothing.com
