Thinkfirst Education Private Limited

CIN: U80904PN2013PTC147885

THINKFIRST EDUCATION PVT. LTD.

EQUAL OPPORTUNITY POLICY FOR PERSONS WITH DISABILITIES

Registered Office: OFFICE 204, 1 ST FLOOR, SAPPHIRE CHAMBERS, S. NO. 2/3/1 & 2/3/2, RIVIRESA, BANER PUNE, N.I.A., Pune, Pune City, Maharashtra, India, 411045

1. Purpose and commitment

ThinkFirst Education Pvt. Ltd. ("Company") is committed to providing equal employment opportunities to persons with disabilities and to maintaining a workplace that is inclusive, accessible, respectful and free from disability-based discrimination. The Company will make reasonable efforts to ensure that qualified persons with disabilities can apply for, obtain, perform and progress in employment on an equal basis with others.

2. Legal framework and scope

This Policy is framed with reference to Section 21 of the Rights of Persons with Disabilities Act, 2016 and Rule 8 of the Rights of Persons with Disabilities Rules, 2017, as amended from time to time. It applies to recruitment, selection, employment, training, promotion, transfer, workplace facilities and other employment-related practices of the Company.

3. Non-discrimination and fair employment

The Company shall not discriminate against a person on the ground of disability in any matter relating to employment, provided the person meets the essential requirements of the role, with reasonable accommodation where required. Recruitment and selection will be based on role-related criteria, qualifications, skills, experience and merit. Applicants may request reasonable accommodations for interviews, assessments or other stages of selection.

4. Identification of suitable roles

The suitability of roles for persons with disabilities will be assessed individually, having regard to the essential functions of the role, the work environment and the possibility of reasonable accommodation. Depending on the specific requirements and accommodations, roles across academic/content development, editorial, software/technology, assessment, administration, sales, customer support and other functions may be considered. This indicative list is not restrictive and no role will be excluded solely on the basis of a person's disability.

5. Facilities, amenities and reasonable accommodation

On request and subject to an assessment of individual needs, the Company will make reasonable efforts to provide appropriate facilities and amenities to enable an employee with a disability to perform their duties effectively. These may include:

- accessible work arrangements, seating and workstation adjustments;
- accessible routes and work areas, and reasonable adjustments to the physical workspace;
- assistive technology, devices, accessible software, screen-reading or communication support, where appropriate;
- accessible formats for work-related information, documents and training material;
- flexible work arrangements or adjustments to work processes, where operationally feasible; and
- any other reasonable accommodation identified in consultation with the employee.

6. Recruitment and selection

Vacancies will be communicated through appropriate channels. Candidates with disabilities will be assessed fairly against the essential requirements of the position. The Company will consider requests for reasonable accommodation during the application, interview, assessment and onboarding process. Disability-related information will be handled confidentially and only shared where necessary for a legitimate employment or accommodation purpose.

7. Training, development and promotion

Employees with disabilities will have equal access to induction, role-related training, professional development and promotion opportunities. The Company will endeavour to provide training in accessible formats and make reasonable adjustments to enable participation. Performance and promotion decisions will be based on fair, objective and role-related criteria.

8. Transfer, posting, leave and other facilities

Requests for transfer or posting, workplace adjustments, special leave or other facilities connected with an employee's disability will be considered sympathetically and in accordance with applicable law and Company policy. Where practicable, preference will be considered for transfer/posting to a location or arrangement that better meets the employee's accessibility needs. Any residential accommodation benefit will apply only if such a facility is provided by the Company and in accordance with its applicable rules.

9. Accessibility and assistive devices

The Company will endeavour to improve accessibility at its workplaces and in its work-related systems and communications. It will consider the provision or facilitation of assistive devices, accessible technology and other aids, based on the employee's needs, the nature of the role and applicable legal requirements.

10. Liaison Officer

The Company shall designate a Liaison Officer to oversee matters relating to recruitment of persons with disabilities and the provision of facilities and amenities under this Policy. Employees and applicants may contact the Liaison Officer to seek information, request accommodation or raise concerns.

Name / Designation	Ashish Tulsyan
Email	Ashish.tulsyan@ei.study
Contact number	9903083274

11. Grievances and complaints

An employee or applicant who believes that they have experienced disability-based discrimination or who requires an accommodation may raise the matter with the Liaison Officer or the Company's Human Resources/management team. The Company will review concerns promptly, maintain appropriate confidentiality, take corrective action where warranted and ensure that no person is retaliated against for raising a concern in good faith. This process does not restrict any statutory remedy available under applicable law.

12. Confidentiality and records

Information relating to an individual's disability or accommodation request will be treated as confidential and accessed only by persons who need the information for legitimate purposes. The Company will maintain such records and provide information to the competent authorities when required under applicable law.

13. Publication, review and amendments

This Policy shall be made available to employees and applicants and displayed on the Company's website, where available, or at a conspicuous place at the workplace. The Company will review the

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Policy periodically and may amend it to reflect changes in law or workplace requirements. The Policy shall be read consistently with applicable law; where there is any inconsistency, the applicable law will prevail.

For ThinkFirst Education Pvt. Ltd.

Authorised Signatory:

Name: Girish Raichandani

Designation: CFO

Date of approval: 18/09/2026

Place: Pune, Maharashtra