





Equal Opportunity Policy

Version	Effective	Proposed By	Approved By
2.0	31-10-2025		
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1. Preamble:

Maple Highways is committed to providing equal opportunities in employment and creating an inclusive workplace where all employees are treated with respect, care, fairness, sensitivity and dignity. It provides equal employment opportunities without any discrimination on the ground of age, color, disability, marital status, nationality, geography, ethnicity, race, religion, sex and believes in providing equal opportunity to persons from all the sections of the society including Persons with Disabilities (PWDs) and members of the LGBTQ+ community.

This Equal Opportunity Policy (hereinafter referred to as “**Policy**”) has been framed in accordance with the provisions of ‘The Rights of Persons with Disabilities Act, 2016’ (hereinafter referred to as “**Act**”), Transgender Persons (Protection of rights) Act, 2019 and the rules made thereunder.

2. Policy Statement

Maple Highways is committed to eliminating all forms of unlawful discrimination (which includes direct discrimination, indirect discrimination and denial of reasonable accommodation), bullying and harassment of people with disabilities. We continuously strive to ensure that all our facilities, technologies, information and privileges are accessible to LGBTQ+ and people with disabilities. We encourage candidates with different disabilities to apply. Our decisions on employment, career progression, training or any other benefits are solely based on merit. We follow an inclusive evaluation process by ensuring that a person with a disability is provided with any suitable flexibility and accommodation that may be required so that she/he may be evaluated fairly. Any information shared by employees on disability/medical condition will remain confidential. If an employee acquires a disability during her/his employment tenure she/he can return to work at the same rank as before. In case the employee is unable to perform the current job, the organization will invest in re-skilling the employee for another position at the same rank or higher. Maple Highways is committed to promoting awareness on equal opportunity and inclusion of LGBTQ+ and people with disabilities among all employees by organizing training and sensitization programs and campaigns.

3. Scope:

This Policy is applicable to all prospective and existing employees of Maple Infra Invit Investment Manager Private Limited, Maple Highway Project Management Private Limited and all SPVs of Indian Highway Concessions Trust (for the purpose of this policy ‘Maple Highways’ or ‘The Company’ refers to these entities) throughout the period of their employment and all of its offices, units and divisions. They could be job applicants, full time/part time employees, interns/trainees, contractual employees, including temporary employees.

4. Definitions

- “Person with disability” means a person with long term physical, mental, intellectual or sensory impairment which, in interaction with barriers, hinders his full and effective participation in society equally with others;

- “Person with benchmark disability” means a person with not less than forty per cent of a specified disability where specified disability has not been defined in measurable terms and includes a person with disability where specified disability has been defined in measurable terms, as certified by the certifying authority.
- “Specified disabilities” are the disability categories mentioned in the Schedule of the Act. There is also “any other category”, which allows Central Government to add any other disability by issuing a notification.
- “Discrimination” in relation to disability, means any distinction, exclusion, restriction on the basis of disability which is the purpose or effect of impairing or nullifying the recognition, enjoyment or exercise on an equal basis with others of all human rights and fundamental freedoms in the political, economic, social, cultural, civil or any other field and includes all forms of discrimination and denial of reasonable accommodation.
- **LGBTQ+** are Lesbian Gay Bisexual Transgender Queer (plus sign meant to cover anyone else in the spectrum)
- “Employee” shall be as defined in the scope of the policy.

5. Policy details

In accordance with the provisions of The Rights of Persons with Disabilities Act, 2016, Transgender Persons (Protection of rights) Act, 2019 and rules made thereunder the Company shall ensure:

- that the work environment is free from any discrimination against PWDs and LGBTQ+;
- that facilities and amenities are provided to the PWDs and LGBTQ+ to enable them to effectively discharge their duties in the establishment without any hindrance;
- that preference is given to PWDs and LGBTQ+ at the time of transfer, posting, promotion and allotment of residential accommodation as far as possible and subject to administrative constraints;
- that it encourages the professional development of PWDs and LGBTQ+ by providing the necessary facilities or training as required;
- that easy, barrier free accessibility and accessible workstations is provided to PWDs and LGBTQ+, wherever posted or transferred;
- preparation of a list of posts suitable for persons with disabilities in the establishment and shall notify such posts during the recruitment process; and that the HR department looks after the recruitment of persons with disabilities and provisions of facilities and amenities for such employees.

6. Maintenance of records

The Company shall maintain records reflecting details of the disable person like nature of disability, nature of work, and the facility provided in the following manner:

At the time of hiring:

- New joiners would need to disclose any existing Disability;
- The individual will be required to submit the Disability Certificate from the Government authorised personnel; and
- Recruitment team will ensure the provisions are available in the candidate application form to capture the Disability details.

For existing employees:

In course of employment with the Company, any employee who wants to be covered by the Act, should contact their respective local HR representative. The declaration of Disability will be completely on voluntary grounds and will be kept confidential.

7. Grievance Redressal

- The CHRO of the Company shall act as the Liaison Officer for all types of complaints, grievances and welfare of the PWDs & LGBTQ+ employees.
- All grievances related to POSH will be governed by the POSH policy and handled by our Internal Committee. Similarly, grievances within the scope of Code of Conduct will be governed by the Code of Conduct policy.

8. Communication

The policy will be available on the company's website.

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