



Social Justice and Workplace Standards Policy

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Revision Number: 1.1



Gloster Limited (Unit: Ananya)



Address: P.O: Fort Gloster, Bauria, Howrah - 711310, West Bengal, India

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1) Preamble

At Gloster Limited, we recognize our responsibility to uphold the highest standards of social justice and workplace ethics. Our commitment extends beyond mere compliance with laws and regulations; we strive to be a catalyst for positive change in our industry and the communities we serve. This policy articulates our dedication to creating a work environment that respects human rights, fosters diversity and inclusion, ensures safety and well-being, and contributes meaningfully to societal progress.

We understand that our success is intrinsically linked to the welfare of our employees, the health of our communities, and the integrity of our relationships with all stakeholders. Through this policy, we aim to set a new benchmark for social responsibility, demonstrating that business excellence and social consciousness can and must go hand in hand.

2) Desired Outcomes

By implementing this policy, Gloster Limited aims to achieve the following outcomes:

- Create a safe, healthy, and inclusive work environment that nurtures employee well-being and productivity
- Uphold and promote human rights throughout our operations and supply chain, setting an industry standard for ethical practices
- Contribute significantly to the sustainable development and well-being of our local communities
- Establish and maintain ethical labor practices that foster a culture of mutual respect, dignity, and fairness
- Provide continuous learning and development opportunities, enabling our workforce to grow personally and professionally
- Achieve full transparency and accountability in our social impact efforts
- Become an employer of choice in the jute manufacturing industry
- Enhance our reputation as a socially responsible corporate citizen.

3) Scope

This Policy applies to all employees (at all levels), stakeholders (internal and external), partners, contractors, customers, suppliers, and any other individual or entity working on behalf of Gloster Limited. It also applies to the following sites.

Sr. No.	Unit Name	Address
1	GLOSTER LIMITED- Unit: Ananya	P.O: Fort Gloster, Bauria, Howrah – 711310, West Bengal
2	GLOSTER LIMITED- Head Office	Head Office, 21, Strand Road, Kolkata 700001

4) Core Social and Workplace Strategies

Our priority areas highlight the specific strategies and actions we are taking to promote social justice and maintain high workplace standards throughout our operations. These initiatives demonstrate our dedication to responsible business practices and continuous improvement in our industry.

A. Occupational Well-being and Safety

- We are in the process of implementing a comprehensive Occupational Health and Safety Management System aligned with ISO 45001 standards, prioritizing employee safety. No workplace incidents have been reported in the past several years; to maintain this performance, we aim to sustain zero reportable workplace accidents through FY 2029–30, based on the baseline FY 2022–23.
- We are in progress to conduct monthly safety audits and risk assessments across all facilities to promote a culture of safety. We aim to achieve 100% compliance with safety protocols and use of protective equipment by FY 2029-30 from the baseline Year FY 2022-23
- Mandatory safety training is provided for all employees to enhance safety knowledge. We aim to conduct regular safety training across all department, our goal is to conduct at least 24 hours of safety training per employee annually by FY 2029-30 from the baseline Year FY 2022-23.

B. Fair Compensation and Benefits

- We are in progress to implement living wage framework across all our operations. By FY 2029-30, we aim to ensure all employees earn at least 5% above the regional living wage, up from our FY 2022-23 baseline.
- To combat wage disparities, we aim to implement transparent pay scale system. Our goal is to maintain a 0% gender pay gap from our FY 2022-23 starting point through to FY 2029-30.
- → Performance is recognized through bonuses and profit-sharing schemes. By FY 2029-30, we aim for an 85% employee satisfaction rate with compensation and benefits, building on our FY 2022-23 satisfaction levels through the yearly employee satisfaction surveys.

C. Work Life Integration

- Flexible working is supported through flexible hours, flexible shifts and remote work options where feasible. Our FY 2029-30 target is 100% access to flexible arrangements for eligible employees, expanding from our FY 2022-23 flexibility options.
- We are in progress to support families through parental leave beyond statutory requirements. We're aiming for a 85% return-to-work rate after parental leave by FY 2025 26, improving on baseline FY 2022-23.
- Employee well-being is promoted through wellness programs including stress management and mental health support. Our goal is to reduce increase session on stress relief by 25% by FY 2029-30, compared to our FY 2022-23.

D. Workplace Environment Enhancement

- We are in progress to implement comprehensive workplace wellness program, including on-site fitness facilities and health screenings. Our target is 80% employee participation in wellness initiatives by FY 2029-30, up from our FY 2022-23 baseline.
- Boosting morale and acknowledging employee contributions are priorities, addressed through our new "employee satisfaction survey system". We're working towards a 25% increase in employee satisfaction scores by FY 2029-30, measured against the baseline FY 2022-23.

E. CSR (Corporate Social Responsibility)

- To promote education, we provide scholarships for underprivileged students. We aim to increase the number of scholarship recipients by 10% year-on-year by FY 2029-30 from the baseline Year FY 2022-23.
- To support local communities, we allocate 2.5% of annual profits to community development projects by FY 2029-30 from the baseline FY 2022-23.

F. Ethical Labor Practices

- To combat exploitative labor practices, we have implemented a strict regulation against child labor, forced labor, and human trafficking. We aim to achieve 100% compliance with ethical labor standards by FY 2029-30 from the baseline Year FY 2022-23 through various and regular surprise internal audit.
- To address violations promptly, we are in progress to establish a rapid response system. We aim to resolve 100% of reported labor violations within 30 days by FY 2029-30 from the baseline Year FY 2022-23.

- To ensure compliance throughout our supply chain, we aim to conduct regular audits of our facilities and suppliers. We aim to audit 50% of tier-1 suppliers annually and 25% of tier-2 suppliers by FY 2029-30 from the baseline Year FY 2022-23.

G. Human Rights Protection

- Our comprehensive human rights approach aligns with UN Guiding Principles. We're in progress to conduct human rights impact assessments for 100% of our operations by FY 2029-30, expanding from our FY 2022-23 assessment coverage.
- Human rights awareness is promoted through employee training. Our goal is to train 100% of employees on human rights issues by FY 2029-30, building on our FY 2022-23 training program.

H. Discrimination and Harassment

- We maintain a zero-tolerance approach toward discrimination and harassment across all our operations. By FY 2029–30, we aim to ensure 100% compliance with our anti-discrimination and anti-harassment standards, measured against the FY 2022-23 baseline.
- To promote equal opportunity and respectful conduct, we have established clear reporting and investigation procedures. By FY 2029–30, we aim to ensure all reported cases are addressed in a timely and fair manner, improving from our FY 2022-23 practices.
- Employee awareness is strengthened through regular training and communication. By FY 2029–30, we aim to achieve 100% employee coverage on discrimination and harassment awareness training, building on our FY 2022-23 baseline.
- Workplace risks related to discrimination and harassment are proactively identified and addressed through regular risk assessments. By FY 2029–30, we aim to conduct annual discrimination and harassment risk assessment, with one comprehensive assessment completed per year, building on our FY 2022–23 baseline.
- To proactively prevent discrimination and harassment risks, we aim to conduct formal discrimination and harassment risk assessments on an annual basis across all operations.

I. Professional Growth and Development

- We are in progress to foster employee development through our comprehensive Learning Management System, ensuring access to essential training and growth opportunities for all team members. Our FY 2029-30 goal is to provide at least 15 hours of annual training per employee, an increase from our FY 2022-23 training hours.

- internal career growth is promoted through mentorship and leadership development programs. We're aiming for 70% internal promotions for management positions by FY 2025-26, improving on our FY 2022-23 internal promotion rate.
- Continuous learning is supported through tuition reimbursement for relevant external courses. We are in progress to include more of the most up-to-date training courses by FY 2029-30, we aim to increase employee participation in external learning programs by 25%, building on our FY 2022-23 participation levels.

J. Collective Representation and Dialogue

- We were bound with is bound by Tripartite Agreement amongst mill management, trade unions and the Indian Jute Mills Association (UMA), We are in progress to follow the guidelines and maintain compliance with the relevant standards. Worker representation is supported through our respect for freedom of association and collective bargaining. We aim to achieve 100% coverage of eligible employees by collective agreements and resolve 85% of collective bargaining issues through mutual agreement by FY 2029-30, building on our FY 2022-23 coverage and resolution rate.
- Open dialogue is promoted through regular employee-management communication forums. We aim to hold quarterly dialogue-sessions in all major facilities by FY 2029-30, increasing from our FY 2022-23 meeting frequency.

K. Inclusive Workplace Culture

- Our comprehensive DEI approach promotes diversity and inclusion, We're working towards gender parity in management positions by 7% by FY 2029-30, progressing from cur FY 2022-23 gender representation.
- Unconscious bias (Diversity, discrimination and Harassment) is combated through training for all employees. Our goal is annual DEI training for 100% of employees by FY 2029-30, expanding our FY 2022-23 training coverage.
- Underrepresented groups are supported through Employee Resource Groups (ERGs). We are in progress to increase minority group representation in our workforce by 30% by FY 2029-30, building on our FY 2022-23 diversity levels.

L. External Human Rights

- We are in progress to maintain accessible grievance mechanisms for external stakeholders to report human rights violations. By FY 2029-30, our objective is to resolve 100% of reported grievances in a timely manner, improving from our FY 2022-23 response rate.

- We are in progress to collaborate with human rights organizations and industry groups to promote best practices. Our goal is to participate in at least three collaborative initiatives or partnerships by FY 2029-30, expanding from our FY 2022-23 involvement.

5) Social Impact Assessment (SIA)

Gloster Limited will conduct comprehensive Social Impact Assessments (SIA) to evaluate the effects of our operations on employees, local communities, and other stakeholders. The SIA process will involve:

- Identifying potential social impacts across all areas of our operations
- Engaging with a diverse range of stakeholders through surveys, interviews, and focus groups
- Analysing both quantitative and qualitative data to understand the depth and breadth of our social impact
- Developing mitigation strategies for negative impacts and enhancement plans for positive impacts
- Creating action plans with clear timelines and responsibilities
- Monitoring and reporting on the outcomes of our social initiatives
- Conducting follow-up assessments to evaluate the effectiveness of our interventions

We will conduct a full SIA every three years, with annual updates to track progress and address emerging issues.

6) Accountability

To ensure the effective implementation of this policy, we have established clear roles and responsibilities:

A. Board of Directors:

- Provide strategic oversight and approval of major social responsibility initiatives
- Review and approve annual social performance reports
- Ensure alignment of social responsibility efforts with overall business strategy

B. Social Responsibility Committee:

- Set performance targets and monitor progress

- Review and approve social impact assessments and action plans
- Report to the Board of Directors on social performance quarterly

C. HR Head:

- Oversee the implementation and Review of the Social Justice and Workplace Standards Policy
- Lead the day-to-day management of social responsibility initiatives
- Coordinate with department heads to ensure policy implementation
- Prepare regular performance reports for the Social Responsibility Committee
- Represent Gloster Limited in social responsibility forums and partnerships

D. Department Heads:

- Integrate social responsibility considerations into departmental operations
- Ensure departmental compliance with the policy
- Provide training and resources to employees on social responsibility practices
- Report departmental progress to the CSRO

E. Employees:

- Adhere to the principles outlined in this policy
- Participate in social responsibility training and initiatives
- Report any violations or concerns through appropriate channels
- Contribute ideas for improving social performance

7) Progress Update

To ensure transparency and continuous improvement, we will implement the following reporting mechanisms:

Monthly Reports:

- Each department will submit a monthly social performance report to the CSRO

- Reports will include data on key performance indicators, progress on initiatives, and any issues or concerns

Quarterly Reviews:

- The Social Responsibility Committee will conduct quarterly reviews of overall social performance
- These reviews will be shared with all employees and key stakeholders

Annual Sustainability Report:

- We will publish an annual sustainability report detailing our social performance
- This report will be publicly available and shared with all stakeholders
- It will include progress on targets, case studies, and plans for the coming year

Stakeholder Feedback:

- We will actively seek feedback from stakeholders on our social performance
- This feedback will be incorporated into our planning and decision-making processes

8) Innovation & Best Practices

Gloster Limited is committed to being at the forefront of social responsibility in the jute manufacturing industry. To achieve this, we will:

- Participate in industry working groups and forums on social responsibility
- Collaborate with academic institutions on research projects related to sustainable and ethical manufacturing
- Invest in technology that enhances workplace safety, employee well-being, and community engagement
- Regularly benchmark our practices against global leaders in corporate social responsibility
- Encourage and reward innovative ideas from employees that advance our social responsibility goals
- Partner with NGOs and experts to develop cutting-edge solutions to social challenges

9) Ongoing Development

At Gloster Limited, we are dedicated to ongoing enhancement of our social responsibility practices. We will continuously evaluate and refine our strategies through regular feedback from stakeholders, data-driven insights, and best practice benchmarks. Our commitment involves iterative updates to our policies and procedures, ensuring they remain effective and relevant. We will actively engage with industry leaders, academic researchers, and NGOs to incorporate innovative solutions and emerging trends. By fostering a culture of continuous learning and adaptation, we aim to not only meet but exceed our social responsibility targets, driving sustained progress and excellence in all our operations.

10) Legal Compliance

A. Regulatory Adherence

- We commit to full compliance with all applicable local, national, and international laws and regulations related to social responsibility, workplace safety, labor practices, and human rights.
- This includes, but is not limited to, laws concerning occupational health and safety, wage and hour regulations, anti-discrimination laws, and environmental regulations.

B. Industry Standards

- Gloster Limited adheres to industry standards and best practices for ethical business operations, including ISO standards and guidelines from recognized bodies related to social responsibility and workplace ethics.

C. Legal Updates

- We will continuously monitor changes in legislation and regulatory requirements to ensure ongoing compliance. Any updates or changes in legal obligations will be promptly integrated into our policies and practices.

11) Review Cycle

The HR Head will conduct reviews on an annual and ad hoc basis to assess the effectiveness of our Social Responsibility and Workplace Standards Policy.

Reviewed by	Are Any Updates done?	Review Date	Revised No.	Change Summary
Chief Human Resources Officer (CHRO)	--	01 st April 2023	0.0	Initial Release
Chief Human Resources Officer (CHRO)	Yes	01 st April 2024	1.0	Updated section of "Progress Update"
Chief Human Resources Officer (CHRO)	Yes	01 st April 2025	1.1	Updated "Core Social and Workplace Strategies"

Next Review date: 01st April 2026



Approved By: R.K. Maheshwari
(Vice President)