

4. Does the entity have an equal opportunity policy as per the Rights of Persons with Disabilities Act, 2016? If so, provide a web-link to the Policy.

Syngene is an Equal Opportunity Employer and does not follow or support any discrimination based on race, colour, religion, age, gender, sexual orientation, nationality, disability, political opinion, and other factors. All employees are expected to be respectful towards each other and not promote or tolerate any form of discrimination. The Code of Conduct and Business Ethics and the Human Rights Policy cover the aspects of fair employment, anti-harassment and non-discrimination, which are available at <https://cdn.syngeneintl.com/2020/11/10171740/Code-of-Ethics-and-Business-Conduct-2018.pdf> and <https://cdn.syngeneintl.com/2022/11/23165312/Syngene-Human-Rights-Policy.pdf>

5. Return to work and retention rates of permanent employees and workers* that took parental leave.

Gender	Permanent employees	
	Return to work rate	Retention rate
Male	100%	91%
Female	100%	96%
Total	100%	94%

*The Company doesn't have any permanent workers

6. Is there a mechanism available to receive and redress grievances for the following categories of employees and worker? If yes, give details of the mechanism in brief.

Yes. The Company has the following grievance redressal mechanisms for employees and workers:

Permanent Employees	<p>Employees, associates, trainees, and interns, can raise their concerns through the following channels:</p> <p>(i) Integrity Committee (Vigil Mechanism)</p> <ul style="list-style-type: none"> Purpose: to make protected disclosures of any actual or suspected incidents of unethical practices, violation of applicable laws and regulations including the Code of Ethics & Business Conduct Committee Constitution – CHRO, Head of Legal and Chief of Staff (one female member mandatory) Whistle-blower Contacts: Hotline: 0008000502115 for India & (844)9053016 for United States Website: www.syngeneintl.ethicspoint.com Email: Chairman.Auditcommittee@syngeneintl.com <p>(ii) Prevention of Sexual Harassment Committee</p> <ul style="list-style-type: none"> Purpose: to report matters related to sexual harassment in the Company Internal Complaints Committee comprises the Chairperson, 8 internal members and an external advisor. Contact details: posh.committee@syngeneintl.com <p>(iii) Grievance Committee</p> <ul style="list-style-type: none"> Purpose: To report real or perceived concerns in relation to work, general administration, payroll/reimbursements or any other concern in relation to any existing policy which is raised by an employee (complainant) within scope of company defined policies. Grievance Committee comprises the Administration team lead, Performance Management lead and a senior member from Finance team Contact details: Grievance redressal portal available on the Company's intranet.
Other than Permanent Employees	Same mechanisms as permanent employees
Permanent Workers	Not Applicable (The Company doesn't have any permanent workers)
Other than Permanent Workers	Same mechanisms as permanent employees