



TTK HEALTHCARE LIMITED

Regd. Office: No.6, Cathedral Road, Chennai 600 086

CIN: L24231TN1958PLC003647 | Website: www.ttkhealthcare.com

POLICY ON HUMAN RESOURCES MANAGEMENT (HRM)

[Effective from 1st April, 2022]



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HUMAN RESOURCES MANAGEMENT (HRM) POLICY

SCOPE AND PURPOSE

TTK Healthcare Limited ("the Company") strongly believes that human resources who manage all the other resources of the organization have infinite potential, and therefore, their development is the key to organizational effectiveness. The Company commits itself to integrate human resources with Organizational growth and development for mutual benefit.

APPLICABILITY

This Policy applies to all the Directors and Employees of the Company across all its functions, operations, and plants.

This Policy shall be effective from April 01, 2022.

Policy

In pursuance of the above philosophy and in order optimize utilization of human resources in the Company, the Company is committed to the following:

- To plan and induct appropriate manpower in terms of knowledge, skill, competence, and attitude.
- To provide opportunity for growth to employees, in terms of remuneration, career and skill development and for attracting and retaining talent.
- To value individual dignity and respect the time and efforts put in by employees.
- To support innovation and well-reasoned risk taking by employees, aimed at growth and development of the Company and employees.
- Maintain a healthy and harmonious relationship with the Union, employees, and their family, built on mutual trust, respect, value system and transparency in dealings with them.
- Promote "One Union in one Industry", develop internal leadership for a strong internal union, through training and education.
- To practice equity and fairness in all its dealing with employees.
- To operate as an equal opportunity employer.
- Not to use child labour and forced labour in any form.
- To continuously enhance knowledge, skill of employees at all levels for the performance of their present and future tasks better, through education and training, capacity building and towards building a high-performance culture which is globally competitive.
- To create an organizational climate to have motivated workforce, enhance productivity and quality of life of employees and their families.

Implementation:

The policy shall be appropriately communicated within the Company across all levels and shall be displayed on the Company's intranet and shall be made known to all the Stakeholders of the Company.

Modification / Amendment in the Policy:

This Policy shall be reviewed periodically and updated as may be required and would be subject to revision / amendment / modification, in accordance with the guidelines on the subject, as may be issued by the State Governments / Central Government and / or any other statutory authorities, from time to time.
