

BIOCON LIMITED POLICY DOCUMENT

DIVERSITY, EQUITY, INCLUSION & BELONGING POLICY

Policy Title:	Diversity, Equity, Inclusion & Belonging Policy		
Scope:	Applicable to all employees of Biocon Limited (including interns, trainees and apprentices) and its subsidiaries (excluding Biocon Biologics, Syngene and their subsidiaries), including suppliers, business partners, contractual workforce, volunteers, consultants and Board of Directors.		
Objective and Preamble:	Biocon values diversity, equity, inclusion and belonging. Biocon is committed to promoting diversity and mutual trust in the workplace and provide equal opportunity to all individuals covered in this policy, regardless of nationality, race, ethnicity, religion, gender, sexual orientation, age, physical appearances, disabilities, cultural background, family or marital status, veterans' status and other factors, as may be covered in labor laws across operational geographies of Biocon.		
Policy Version No:	1.0	Policy effective date:	01-12-2023
Policy Implementation Date:	01-12-2023	Next Review Date:	30-11-2025
Policy Revision & Approval Authority:	Head - Human Resources		

Policy Details:

Biocon recognizes, respects, and promotes workforce diversity, creating equity across our systems, fostering and advancing a culture of inclusion and belonging. This policy, by reference, is made part of the Biocon Code of Conduct, which imbibes the spirit of belonging and supporting different backgrounds, beliefs, abilities, and experiences in an environment where everyone feels valued and works together to achieve meaningful organizational outcomes.

Our Diversity, Equity, Inclusion and Belonging (DEIB) Policy sets out the principles and requirements by which Biocon will enhance DEIB throughout the organization. The policy is applicable across all our practices. It refers to our ways of working, including recruitment and selection process, compensation and benefits practices, employee training, career development and promotions, transfers, employee engagement programs, and separation process.

Our commitment to a diverse and inclusive workplace comes from our values, which is the basis of our code of conduct. Our organization strives to create a work environment that is conducive and free from any form of discriminating behaviors, which can be considered harassing, coercive or disruptive.

Vision & Values:

Vision: Our vision is to enhance global healthcare through innovative and affordable products for patients, partners, and healthcare systems across the globe.

BIOCON LIMITED POLICY DOCUMENT

DIVERSITY, EQUITY, INCLUSION & BELONGING POLICY

Values: Every individual covered in this policy shall be responsible for achieving their goals efficiently and effectively, while being aligned to overall business goals and values. The Organization advocates and practices five values, listed herein, with a zero tolerance approach to violations:

- Integrity & Ethical behavior
- Performance driven work culture
- Value creation through innovation & differentiation
- Quality through compliance & best practices
- Collaboration, teamwork & mutual respect

Biocon is accelerating a culture of inclusion. The outcome is to foster a culture of belonging, aligned around an inclusion strategy that reflects local nuances and regional priorities across the globe.

Definition of DEIB:

Biocon definition of Diversity, Equity, Inclusion & Belonging is:

Diversity

Diversity is about the practice of involving Bioconites from various socio, economic, or ethnic backgrounds and various lifestyles and experiences. Diversity is having a variety of points of view represented in the team or department.

Equity

It is about being fair and impartial, through systems and policies that meet the needs of each individual, to ensure everyone has the opportunity to reach their full potential.

Inclusion

Inclusion is about involving everyone, and where each individual is valued, and every idea is heard.

Belonging

Belonging is the psychological state of any Bioconite where they feel are an essential/ important part of the organization. Belonging is how Bioconites experience the organization's culture.

BIOCON LIMITED POLICY DOCUMENT

DIVERSITY, EQUITY, INCLUSION & BELONGING POLICY

Policy Guidelines:

Discrimination, Harassment:

- Biocon is an equal opportunity employer. All employment decisions are based on merit.
- Biocon practices non-discrimination for employability. This includes any or all the personal characteristics, such as race, color, ethnicity, religious beliefs, marital status, gender, sexual orientation, nationality, disability, and veterans' status.
- Biocon has zero tolerance towards harassment or conduct that could lead or contribute to harassment of Bioconites by managers, supervisors, colleagues, and any third-party partners. This also applies to any conduct that takes place off the organization's premises (including on social media).

DEIB Network:

- Biocon has a DEIB network comprising senior leaders, who engage as DEIB ambassadors, both internally and externally. The network will have DEIB Sponsors*, DEIB Council* and ERG* (Employee Resource Group) members. DEIB- network members will report to the Head – HR.

*DEIB sponsors include CEO & MD and Head of HR. DEIB Council comprises direct reportees of Executive Leadership Team, while ERG members comprise representatives from various functions.

- Biocon encourages ERG activities where Bioconites with a common interest in DEIB and a diversity background can communicate and share their experiences. We recognize that ERG's active opinions are the foundation for diverse and inclusive corporate growth and support the spread of ERG activities.
 - » Biocon encourages the formation of various types of ERGs, such as women, MZN (Millennial Zillennials Network) generation, the disabled, veterans, and new parents' group.
 - » Biocon encourages all Bioconites to participate in at least one ERG to create a culture of diversity and inclusion within the organization and to spread positive influence.

Behaviors to be demonstrated by Bioconites:

- Do not discriminate in any way based on race, nationality, ethnicity, religion, gender, sexual orientation, age, physical appearances, disabilities, cultural background, family or marital status, and veterans' status.
- Encourage others to behave in a way that drives an inclusive environment.
- Reflect on the intentions of a behavior that seemed non-inclusive before you call it non-inclusive.

BIOCON LIMITED POLICY DOCUMENT

DIVERSITY, EQUITY, INCLUSION & BELONGING POLICY

- Hire new Bioconites based on their skills, performance, and personality regardless of their race, nationality, ethnicity, religion, gender, sexual orientation, age, physical appearances, disabilities, cultural background, family or marital status and veterans' status.
- Act as a role model by promoting and fostering an inclusive culture within teams.
- Encourage your team/peers to educate themselves and develop skills that foster a diverse workplace free of unconscious bias.
- Structure meetings in a way that gives all team members a voice to express their views, ideas, and feelings.

Role of DEIB Network Members:

- Providing a fair and consistent Bioconite experience through the design and execution of the DEIB strategy.
- Promoting the DEIB behaviors.

Reporting Inappropriate Conduct:

- We encourage individuals covered in this policy to speak up without any hesitation and fear, if they believe, in good faith, that Biocon policies or Code of Conduct are being breached, or an individual is acting in a manner that would adversely impact the interest of Biocon and/or its employees.
- Report any intentional and/or unintentional inappropriate and non-inclusive behavior to deib@biocon.com or to your HR.
- Biocon takes allegations of discrimination and harassment seriously. If an individual raises a concern for the good of the organization based on verifiable evidence, the report will be taken seriously and investigated. Our organization will support and defend your decision to bring potential ethical issues to our attention. All reported incidents will be investigated with an effort to keep the source of the report confidential.

Prohibition of Retaliation:

- Retaliation implies an actual or a threatened action as a punishment for, or in order to prevent individuals from exercising their legal rights, making a report or seeking guidance concerning misconduct or illegal behavior, or participating in an investigation, disciplinary or legal process. To encourage individuals covered in this policy to report and discuss ethical concerns without fear of negative personal consequences, the Organization has adopted a strong stance against any form of retaliation.

BIOCON LIMITED POLICY DOCUMENT

DIVERSITY, EQUITY, INCLUSION & BELONGING POLICY

Consequences:

- Any individual who has engaged in or condoned retaliation against an individual in response to a legitimate report of an actual or suspected violation will be subject to appropriate disciplinary action in line with Biocon's Code of Conduct and applicable legal regulations.

Right to Terminate or Amend Policy:

- Biocon reserves the right to modify, suspend, change, or terminate this Policy at any time, in accordance with the laws across operational geographies of Biocon. This Policy does not create any contractual rights or obligations, whether expressed or implied.
- Changes to this policy shall be reviewed by the Head of HR and approved by the ESG Committee.

References to other policies:

- Biocon's Code of Conduct
- Standing Order
- Employment Policy
- Biocon's Supplier Code of Conduct
- Human Rights Policy
- Whistle Blower and Integrity Policy