

## Human Rights Policy

### I. Overview and Purpose of Policy

Oil and Natural Gas Corporation Limited (ONGC) is steadfast in its vision to become a global leader in the integrated energy business, driven by sustainable growth, knowledge excellence, and exemplary governance practices. As the founding member of the Global Compact Network India (GCNI), ONGC has voluntarily embraced the Ten Universally Accepted Principles of the United Nations Global Compact in the areas of Human Rights, Labour, Environment, and Anti-corruption.

ONGC's policy articulates the company's dedication to conducting business with the highest ethical standards and adopting practices that support human rights wherever it operates. The company adheres to processes that actively seek to honor the principles of International Human Rights, demonstrating a commitment that extends beyond declarations to tangible, impactful actions.

### II. Applicability

Our Human Rights Policy extends its reach across all operations of ONGC, encompassing employees, business partners, and communities. This policy serves as an advisory for suppliers and contractors associated with ONGC, guiding them to embrace the principles enshrined within. We hold the expectation that our suppliers and contractors will treat their employees and interact with communities in a manner that respects human rights and aligns with the spirit and intent of this policy.

### III. Details

#### 1. Equal Opportunity, Non-Discrimination, Diversity, and Inclusion:

The Company encourages an inclusive work environment, wherein diversity is valued, and equal opportunities are available to all the employees and stakeholders. The Company follows applicable laws and regulations in the matter of deciding wages/salaries, hours of work and welfare measures.

The Company endeavours that the work environment across its operations remain free from discrimination in any form. The Company prohibits discrimination in the matter of compensation, training, opportunities and employee benefits on the basis of caste, creed, religion, language, ethnicity, disability, age, gender, sexual orientation, race, colour, marital status or union organization or any other status protected by appropriate laws.

#### 2. Prevention of Harassment

The Company is committed to treat its employees and stakeholders with dignity and provide a work environment free from all forms of harassment, whether physical, verbal or psychological. The Company has 'zero tolerance' towards and prohibits sexual harassment and/or any conduct that may foster an offensive or hostile work environment, including unwelcome or unsolicited sexual advances.

### **3. Freedom of Association**

The Company recognizes and respects the right of its employees to exercise freedom of association in matters related to their employment, as per policies and procedures of the Company, without them having any apprehension. The Company is committed and respects the right of collective bargaining of its employees, as per applicable laws/guidelines/regulations.

### **4. Labour Standards**

The Company offers with all fairness competitive remuneration package relative to the industry, and as per collective bargaining settlements signed with recognised unions. The Company ensures compliance with applicable laws related to wages, work hours, leaves, leave with wages, and benefits, to both regular employees of the company as well as workers deployed by contractors. As a model employer, we provide a generous social support system which not only takes care of the employees, but also their families. Our Company values commitment, dedication, integrity and sincerity. Freedom to work and respect for individual's concern, opinion for good industry practices are the mantras that dominate day-to-day working of the Company.

### **5. Safe and healthy workplace**

The Company is committed to provide and maintain a safe, healthy workplace by addressing the risks of accident, injuries, and hazards on a continuous basis. The Company is focused on inculcating a culture of awareness, monitoring and participation surrounding health and safety directly or through agency or contractor as applicable. Company is committed for compensation in case of incapacity or loss of life, to the victim or dependent as the case may be directly or through agency or contractor, as per applicable policy or regulation or laws qua deserving laws.

### **6. Community Relations**

ONGC believes that fostering positive, mutually beneficial relationships with local communities is essential in embodying our core values. The Company is dedicated to maintaining and enhancing an exemplary culture of community engagement through respectful practices.

ONGC is committed to engaging with the community in a reliable and transparent manner with Free, Prior and Informed Consent (FPIC). The Company respects the Human Rights, values, cultures, and the traditions of the local and indigenous communities it operates in. The Company actively engages with various communities, including indigenous peoples and vulnerable groups. Through open dialogue and by obtaining free, prior, and informed consent, the Company strives to listen, learn, and consider their perspectives on the surrounding ecosystem as it conducts its business.

ONGC undertakes community consultations at each stage of the project lifecycle, from inception to decommissioning. Further, the Company conducts consultation for specific decisions guided by local regulations to address impacts on communities. The Company encourages its communities to raise grievances related to any project risks, preservation of local and cultural heritage, or environmental and social impacts.

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## **7. Human Rights Due Diligence and Risk Assessments**

ONGC shall conduct human rights due diligence and risk assessments to identify and mitigate potential human rights impacts by regularly conducting human rights risk assessments across all operations to identify potential risks and vulnerabilities. By developing and implementing plans to address identified risks, ensuring that appropriate measures are in place to prevent and respond to human rights issues.

## **8. Training and Communication**

ONGC shall ensure regular trainings and awareness workshops for all its employees and business partners on Human Rights related aspects and apprise them on the Company's Human Rights commitments and performance.

## **9. Monitoring and Reporting**

ONGC conducts thorough monitoring and reporting on human rights impacts by including human rights performance in Annual Integrated Report and Business Responsibility and Sustainability Report (BRSR), providing stakeholders with transparent and reliable information about ONGC's efforts to uphold human rights principles and standards.

## **IV. Grievance Redressal Mechanism**

To address concerns and complaints pertaining to human rights and decent labour practices, a Grievance Redressal Procedure with appropriate systems and mechanisms has been instituted across ONGC and is backed by Policies such as Whistleblower Policy, Internal Complaints Committee and other statutory provisions.

## **V. Governance Framework**

- The responsibility of implementation of this policy resides with the HR-ER Department at Work Centers and Assets,
- The Board-level oversight of Human Rights shall be provided by Director (HR), under the guidance of the Chairman,
- The policy will be reviewed annually in accordance with ONGC's commitments to human rights and non-discrimination.

**Arun Kumar Singh**  
**Chairman & CEO, ONGC**

Dated : 25<sup>th</sup> October, 2024