

# JINDAL WORLDWIDE LIMITED

# **GRIEVANCE REDRESSAL MECHANISM**

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# JINDAL

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#### **INTRODUCTION**

The Company always emphasis on accountability and transparency and ensure high level of integrity. Stakeholder's satisfaction is the primary aim of the Company and handling and resolving their grievances is the primary responsibility of the Company. Through the process of Grievance Redressal Mechanism, Company demonstrate high standard of integrity, accountability, fairness and unbiasedness.

#### DEFINITIONS

- a. "The Company" means the Jindal Worldwide Limited and its units/offices.
- b. "Grievance Redressal Mechanism" or "Mechanism" refer to mechanism for raising/addressing/handling/resolving any concerns by the stakeholder either individually or collectively.
- c. **"Stakeholders"** means individuals or groups concerned or interested with or impacted by the activities of the businesses and vice-versa, now or in the future. i.e. stakeholders of a business include, but are not limited to, its investors, shareholders, employees & workers (and their families), customers, communities, value chain members and other business partners, regulators, civil society etc.

#### APPLICABILITY

The Grievance Redressal Mechanism ("the Mechanism") is applicable to all stakeholders of the Company mentioned below:

- 1. Shareholders
- 2. Investors (other than shareholders)
- 3. Employees & Workers including Contract Labours
- 4. Communities (includes local communities)
- 5. Customers
- 6. Value Chain Partners/Supply Chain Partners

#### **GRIEVANCE REPORTING PROCEDURE**

- The stakeholders/complainant can lodge the grievance/complaint in writing at the email address: <u>redressal@jindaltextiles.com</u>, with a subject containing words such as 'grievance' or 'complaint'. However, stakeholders can also lodge the same by sending the written grievance/complaint at the registered office of the Company i.e., "Jindal House" Opp. D-Mart, IOC Petrol Pump Lane, Shivranjani Shyamal 132 Ft Ring Road, Satellite, Ahmedabad - 380015, Gujarat, India.
- 2. The complaint/grievance shall include all relevant facts with relevant evidence and shall be complete in all aspects.
- 3. The Complainant shall report the grievances within three months of arising of cause of action/event that necessitates redressal or within three months of knowing the facts.

However, in circumstances beyond the claimants' control for reporting grievances/complaints within the specified timelines, concerned departments can extend the aforesaid timeline for reporting of the grievances/complaint after receiving the satisfactory/reasonable justifications in writing.

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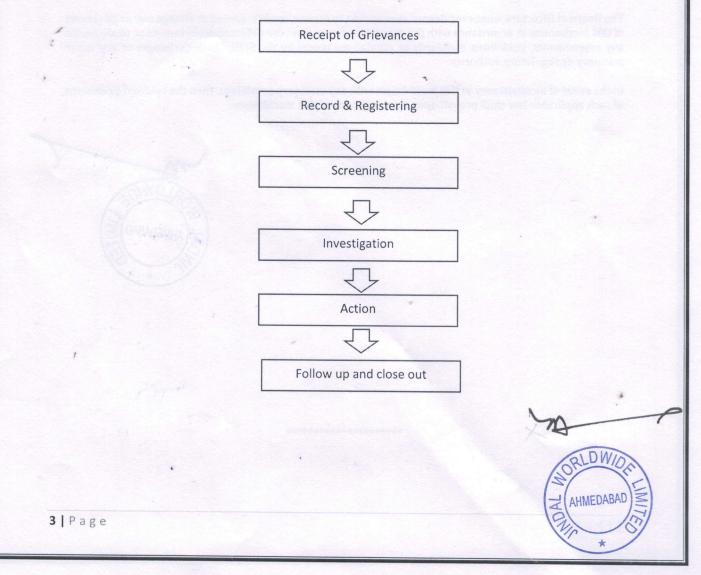


- 4. The Grievance/complaint documents shall mandatory includes below details of complainant:
  - a. full name as per identity card/other documents issued by the Government;
  - b. contact details i.e.,
    - Mobile No.
    - Email Id
    - Correspondence Address;
  - c. Resolution/representation letter in case of legal entity ;
  - d. date of cause of action/event which necessitates filing of grievances, if applicable;
  - e. Name of the concerned department.

### **GRIEVANCE RESOLUTION PROCEDURE**

On receipt of grievance/complaint, the same shall be sent to the concerned departments for further action. Each departments have their internal process for dealing/handling/addressing with the concerns of their respective stakeholders.

The brief outline for resolving any grievances of the stakeholders are as under:



#### **CONFIDENTIALITY & PROTECTION**

The Company shall maintain the confidentiality of identity and other details of complainant and shall not disclose any personal details of the Claimant to any external & internal parties except where such communication is in furtherance of grievance redressal, legitimate purposes, performance of duties or discharge of legal obligations.

## MANNER OF DEALING WITH FRIVOLOUS OR VEXATIOUS OR ANONYMOUS COMPLAINT

Any false or bogus or frivolous or vexatious allegations or the complaint not in good faith or with malicious or malafide intention shall be liable for such action as may deem fit by the concerned Department and such kind of complaints are not liable to redressed and also not required any related action.

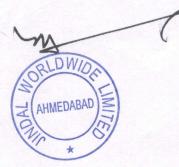
#### DISSEMINIATION

This mechanism shall be hosted on the website of the Company for accessibility of stakeholders of the Company and the web-link may be disclosed in the Annual Report & other reports of the Company.

## ADMINISTRATION AND REVIEW OF THE POLICY

The Board of Directors whenever deems' appropriate to review, modify, amend or change any or all clauses of this Mechanism in accordance with the recommendation from the different departments or to align with any amendments, guidelines, standards or regulations issued by the SEBI, Stock Exchanges or any other statutory or regulatory authority.

In the event of inconsistency of this mechanism with any statutory provisions, then the relevant provisions of such applicable law shall prevail upon the provisions of this mechanism.



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