

## EQUITY AND DIVERSITY POLICY

### A. PURPOSE

Varco is committed to providing a workplace that embraces diversity, inclusion and equal employment opportunity and is free from harassment and discrimination on any ground. The company does not discriminate against any of its employees/clients/ any other third party either individual or an organization. As an international consulting entity we ensure equity and diversity in our practices and are ethically guided by the principals aligned to abide with international employment regulations of Equity and Diversity.

### B. OUR COMMITMENT

- Varco believes that equal opportunity in employment for all sections of society is a component of its growth and competitiveness. It further believes that inclusive growth is a component of growth and development of the country.
- Varco affirms the recognition that diversity to reflect socially disadvantaged sections of the society in the workplace has a positive impact on business.
- Varco will not practice or support conscious discrimination/ harassment in any form.

### C. NO DISCRIMINATION

Varco is an equal opportunities employer. We do not unlawfully discriminate on the basis of age, gender, colour, race, religion/faith, ethnicity, language, caste, national origin, disability, sexual orientation, marital status, political opinion or any biases and all associates and applicants shall be treated equally according to their individual qualifications, abilities, experiences and other employment standards. This policy applies to our directors, staff, consultants, applicants, clients and business partners (including independent contractors, vendors and suppliers).

### D. HARASSMENT

This policy prohibits employees from harassing any other employees for any reason including, but not limited to the ones listed above. This policy applies to all terms and conditions of employment, including but not limited to recruitment, hiring, job assignment, compensation, promotion, discipline, termination, layoffs and access to benefits and training. Varco believes that inclusive growth is the key for balanced development and as such, Varco values diversity and considers individuals for employment or promotion according to their skills, abilities experience, performance and merit only.

### E. AFFIRMATIVE ACTIONS

A number of affirmative action are to be undertaken by Varco to support gender diversity including maternity and paternity leave, flexible working hours, late night transportation and much more. Certain categories are identified as suitable for physically challenged individuals and there are also provisions for accommodations and assistance on request.