

## POLICY ON EQUAL OPPORTUNITY & NON-DISCRIMINATION

Cinnamon Hotels & Resorts being an equal opportunity employer, is committed to maintaining a workplace that is free of all forms of discrimination and expects all its employees to treat each other and all its employees with respect; throughout the employee life cycle with the company.

All our marketing adverts including vacancy adverts carry the statement "Cinnamon Hotels & Resorts is an equal opportunity provider" and are widely circulated among our employees to provide equal opportunities for all colleagues. However, if there is a need for a "Genuine Occupational Requirement" the Head of Human Resources must be consulted, and the advertisement needs to clearly state the same.

To ensure fairness and justice, advertisements for recruitment, selection criteria and the entire interview process are conducted objectively, with the provision of reasons for either the selection or rejection of applicants for the vacancies.

Our employees are expected to respect internal and external stakeholders at all times, and any act of discrimination would be considered misconduct and will be dealt with according to the company's disciplinary process. Further, any complaints pertaining to these measures are dealt with according to the grievance handling process of the company.

The cooperation of our colleagues is vital for the success of this policy. As such, all our colleagues are constantly encouraged to perform their duties in a manner which is non-discriminatory, fair and just to all.