



MEDINE

EQUAL
OPPORTUNITY
POLICY

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1. STATEMENT.

Medine Limited, which was principally renowned since its formation in 1911, as a Sugar Estate has accompanied the economic development of Mauritius throughout the years, by diversifying its activities in trade, tourism and other sectors.

Through its rebranding in 2009, Medine Limited and its subsidiaries and related companies can now be considered as one big team forming what we can call the "Medine Group" ("**Medine**"). The variety of business activities carried out across the Medine Group requires a diverse and merit-orientated workforce to be the driving force behind its success. In turn, those employees are also required to interact on a day-to-day basis with a variety of clients and external people that contribute to the running of its activities.

It is therefore essential that all employees, job applicants, customers, clients etc with whom Medine deals with foster equity, fairness and respect for social and cultural diversity.

We believe that having a diverse workforce and evolving in a diverse environment leads to creative thinking and intellectual challenge which is a fundamental asset for Medine's success and must remain so as we move forward.

Our aim is to value our workforce and those that contribute to our activities, by providing a working environment free from harassment, victimisation and discrimination in any form. Each employee of Medine is responsible to challenge discrimination and for creating a positive working environment to help achieve our goal of becoming an employer of choice within Mauritius and beyond.

2. PURPOSE OF THE EQUAL OPPORTUNITY POLICY.

Pursuant to the Guidelines issued by the Equal Opportunities Commission (hereinafter the "EOC") under Section 27(3)(f) of the Equal Opportunities Act 2008, (hereinafter the "Act"), all members of an organisation have a duty under the Act to have due regard to challenge and strive to eliminate disadvantages suffered by individuals due to their characteristics, that is their age, caste, colour creed, ethnic origin, impairment, marital status, place of origin, political opinion, race, sex or sexual orientation (hereinafter "Status"), and take all necessary steps and/or action to protect such individuals from unlawful discrimination in the workplace.

Medine recognises that an effective equal opportunity policy will help all employees to develop their full potential, which consequently shall benefit each employee individually and our business. This policy shall apply to Medine Ltd and its related and/or subsidiary companies as listed in Appendix I hereto. Our equal opportunity policy follows the recommendations of the EOC, and we aim to abide by and promote the Act meticulously and dutifully. This Policy must be read in conjunction with the Act.

3. AIMS OF THE POLICY.

3.1 Definition of Discrimination.

Discrimination occurs when an individual is treated less favourably in any given situation because of his or her status, that is his or her age, caste, colour, creed, ethnic origin, impairment, marital status, place of origin, political opinion, race, sex or sexual orientation and Medine aims to tackle such discrimination and vows to adopt the following 'Core Values';

- **'Not discriminate on grounds of Age.'**
Our value provision: 'We value different age groups as they enrich us through exchange of experience and knowledge'.
- **'Not discriminate on grounds of Caste, Colour, Creed, Ethnic origin, Place of Origin and Race.'**
Our value provision - 'We are strong because diversity ensures that more voices, vision and ideas are shared'.
- **'Not discriminate on grounds of Impairment.'**
Our value provision - 'We see the potential beyond any impairment, whether it be physical or mental impairment or any illness that may cause that person to suffer from a disease.'
- **'Not discriminate on grounds of Marital Status.'**
Our value provision - 'We cherish, encourage and are flexible towards personal commitments and work'
- **'Not discriminate on grounds of Political Opinion.'**
Our value provision - 'We believe every individual is entitled to their political opinion and belief'
- **'Not discriminate on grounds of Sex and Sexual Orientation.'**
Our value provision; 'We evaluate all individuals solely for their personal achievements'

3.2 A Policy for ALL SERVICES (e.g. selling goods and products, providing activities and services) provided as part of Medine's Business.

Under no circumstances may an employer of Medine treat an individual less favourably because of his or her status, as listed above. The above core values relate to all interactions that we have with any individuals, whilst providing Medine's services, whether it be in performing agricultural activities, selling or leasing immovable properties, selling goods and products, providing leisure

activities, training or other services etc. Each employee is personally responsible to abide by the above core values and to be aware that this policy is not solely restricted to our place of work, but is also effective when engaging in any business for Medine.

4. TYPES OF DISCRIMINATION.

As per the Act, Discrimination may come under 3 different forms as follows:

- (a) Direct Discrimination.
- (b) Indirect Discrimination; or
- (c) Discrimination by victimisation.

Sexual Harassment is also prohibited under the Act. However it is important to note that an act of discrimination is justifiable provided it is a proportionate means of achieving a legitimate aim as defined in Article 5.

4.1 Direct Discrimination.

Direct Discrimination occurs when a person is treated differently or one proposes to treat someone differently because of his/her status as protected by law. Below are case examples of direct discrimination:-

Direct Discrimination on grounds of Marital Status

- Mr A interviews two candidates, Mr X and Mr Y. Mr A asks both of them what their marital status is. Mr X who is single is interviewed for 45 minutes, whilst Mr Y is cut short to 15 minutes when he informs being the father of three minor children.

Direct Discrimination on grounds of race

- Mr A is shortlisting candidates that have tendered for a particular supply. Mr. A sets aside all applications from individuals of a particular race.

Direct Discrimination on grounds of age.

- Miss X, is 29 yrs of age and Mr Y is 48 yrs of age, and both are eligible for a promotion within their department, for the role of 'Assistant Manager'. Mr A, their manager, advises only Miss X how to prepare for the interview as he wishes to have a young and dynamic assistant for the role.

4.2 Indirect Discrimination

Indirect discrimination occurs where an employer applies a policy, provision, criterion or practice which would considerably disadvantage an individual of a particular status.

Indirect Discrimination on grounds of sex

- Company X advertises for drivers, and specifies minimum height requirement of 6 foot for the role, -(although this is not a genuine specification required for the role and discriminates most women whose heights are averagely less than 6 foot).

Indirect Discrimination on grounds of Impairment

- Hotel X has no disabled access to its entertainment area.

Indirect Discrimination on grounds of ethnic origin

- Mr A is hosting a promotional event for the launch of a new product; Invitations for the event are sent out stating the dress code as, 'Smart (No hats/head covers)' This condition is not justified and may discriminate against certain religions.

4.3 Discrimination by Victimisation.

Victimisation occurs when an individual is treated less favourably or threatened because he/she has, under the Act, made a complaint or brought proceedings in respect of an act of discrimination, or has made **in good faith** an allegation of discrimination, has attended an enquiry or provided evidence/information (or proposes to do any of those aforesaid acts) against a discriminator or any other person.

Discrimination by victimisation

- Mrs X sets unrealistic work goals for her secretary Miss A, after Miss. A reported Mrs. X. to Management for having committed an act of discrimination, where the allegation was made in good faith.

4.4 Sexual Harassment.

As an employer, Medine has a duty to protect its employees and to promote respect for the dignity of women and men at the place of work. It is also equally vital to observe such duty when engaging in business with any third party. All employees of Medine must refrain from carrying out any form of sexual harassment, and is

strongly encouraged to report any such action if witnessing or becoming aware of any incident.

Sexual harassment refers to conduct of any unwanted sexual nature directed at an individual or in his/her presence, and which reasonably causes him/her offense, shame, intimidation and/or embarrassment. Sexual harassment may take different forms; it may be physical, verbal, written etc. It may involve persons of opposite sex or of the same sex. Each individual is responsible to determine what behaviour is acceptable to them, and to clearly draw the lines of what behaviour is acceptable to them. A range of different types of behaviour may be considered sexual harassment:

- Promise of some kind of reward (promotion etc.) in return for sexual favours.
- Repetition of coarse or suggestive remarks, or sexual innuendo;
- Use of obscene and crude gestures;
- Repeated and exaggerated compliments on the appearance of a work colleague;
- Physical contact, rubbing against someone, pinching.

Sexual Harassment is also a criminal offence. Under the Act, sexual harassment is punishable by a fine and imprisonment.

5. **EXCEPTIONS**

Discriminatory conduct may not be unlawful if one or more of the general specific exceptions contained in the EOC apply to the conduct.

5.1 Sex Discriminations.

Discrimination on grounds of sex is permissible where being of a particular sex is genuinely required for a particular occupation as defined in the following examples:-

Genuine Occupational requirements

- An employer may limit employment to people of one sex where there is a genuine occupational requirement for doing so. For example female attendants are required to assist in a female changing room to preserve privacy and decency.

Competitive Sports

- A person may exclude a person of one sex from a particular competitive sporting activity in which the strength, stamina or physique of competitors are relevant .

5.2 Discrimination based on impairment.

Unjustifiable Circumstances

- If a company can establish that incurring expenses for accommodating a particular impairment will result in significant financial constraint and unjustifiable hardship on the employer.

Genuine Occupational Requirement and Health & Safety

- If a person has limited mobility, employment may be denied on grounds of health and safety; For example in the field of masonry, Sports, extreme outdoor activities.

5.3 Other Exceptions.

Protection of Health and Safety & Hygiene

- Where it is reasonably necessary to protect on grounds of health and safety; this Policy will not apply. For instance, pregnant women may be refused access to an activity on such grounds.
- It is justified for an employer to request an employee to be clean shaven/have their hair securedly pulled back and covered where it is a requirement for hygiene purposes .

Particular occupational requirement

- Employers may limit employment on the basis of age,sex , race, or colour to a dramatic/artistic performance, entertainment, photographic or modelling work.

6. RECRUITMENT AND PERSONS IN EMPLOYMENT.

Medine aims, through written instruction, appropriate training and supervision, to ensure that all employees involved in the recruitment and selection, dealing with persons in employment and performance monitoring are familiar with the Act and this policy.

All opportunities for employment, promotion (where practical), transfer and training shall be advertised widely, internally and externally, and save where a genuine

occupational or academic requirement or statutory exception applies, all applicants shall be welcomed, irrespective of their status, that is, their age, caste, color, creed, ethnic origin, impairment, marital status, place of origin, political opinion, race, sex or sexual orientation.

When it comes to selecting, recruiting, employing, appraising, promoting or dismissing an employee, the employer must ensure that its decision is based on the merit of the person and not his or her status.

6.1 Recruitment and Selection.

All recruitment and selection shall be conducted on an objective basis and shall focus on the applicant's suitability for the job and their ability to fulfill the job requirements. Our interest is in the skills, abilities, qualifications, aptitude and the potential of individuals to do the job.

Advertisements, whether internal or external, via any media -printed and online- must not indicate or appear to indicate an intention to unjustifiably discriminate on the grounds of status. The job description must not overstate any duties that are not really required from candidates. Degrees that are obtained abroad must be accepted where they are registered and considered as equivalent to degrees in Mauritius.

Employers may be called upon to disclose the nature of qualifications of a successful candidate without disclosing the identity of the latter.

It is permitted however, to apply age restrictions when looking to recruit an individual, provided that same is reasonable and justified.

6.2 Persons in Employment.

Medine shall ensure that all of its policies including compensation, benefits and any other relevant issues associated with contracts of employment are formulated and applied without regard to status and are solely related to the performance of the job.

Employees must be encouraged to undertake training for their further development and take equal advantage of the opportunities within Medine.

It is important to note that it is equally unlawful to dismiss any individual based on their status. Any demotion or compulsory transfer must always be objective and reasonable. It is important to make sure that such decisions are solely based on a worker's actual performance or conduct during his or her employment, as reflected in performance assessments.

6.3 Performance Monitoring.

All employees will be encouraged to discuss their career prospects and training needs with their manager. Opportunities for promotion and training will be communicated and made available to all staff on a fair and equal basis where and when applicable.

The provision of training will be reviewed to ensure that provisions are made where necessary to enable part-time workers, shift or remote workers or those returning to work following a break, to benefit from training. No age limits apply for entry to training or development schemes that are open to all employees.

7. RESPONSIBILITIES.

Medine understands that a person who is being discriminated against may be left feeling any one or more of the following sentiments; vulnerability, unhappiness, pressurised, left out, shameful, de-motivated, frustrated and threatened etc...

Medine seeks to ensure that each employee undertakes his or her role in promoting this policy at the place of work and when engaging in business with third parties. Hence adhering and familiarizing with this policy is the responsibility of every employee irrespective of their job or seniority.

8. COMPLAINTS AND REPORTING.

Any person, whether it is an employee, customer, supplier, partner etc. who feels that they have been the subject of or a witness to, an act of discrimination or sexual harassment by any employee of Medine, during his or her work, should immediately report the incident to either the Head of Department or Human Resources Department.

All complaints will be treated confidentially. Although complaints may be made anonymously should the reporter wish, we encourage those reporting any acts of discrimination or sexual harassment to disclose their identity so as to ensure that the matter is properly investigated and the necessary sanctions are taken.

No victimization shall be tolerated where a complaint has been made in good faith or assistance has been provided to establish acts of discrimination or sexual harassment. No one should fear reprisal or losing their job because of any complaint made under the Policy in good faith.

Should anyone feel that they cannot report any acts of discrimination or sexual harassment to the Head of Department or the Human Resources Department, the Act

allows them to report the matter to the Equal Opportunities Commission, within 12 months of the act of discrimination.

For any further information on the interpretation or applicability of this Policy, an employee may contact the In-House Legal Department of Medine for assistance.

9. BREACH OF POLICY.

Sanctions shall be taken against any employees who have been found to have discriminated against, sexually harassed or victimised any individual.

Once we receive a complaint, an investigation shall be launched to gather all evidence and, where applicable testimonies. If discrimination or sexual harassment has in fact occurred, disciplinary action shall be taken, regardless of any other criminal action that may be taken.

10. COMMUNICATION:

All employers and third parties shall be made aware of this policy and a copy shall be included on Medine's website, Intranet and in the Employee Handbook, given to all employees upon joining Medine. Customers, suppliers, clients etc shall also be made aware of this policy.

Medine shall ensure that an appropriate infrastructure and sufficient resources are available to support and implement equality and diversity policies, schemes, plans and procedures. Furthermore it shall monitor, review and set objectives for progress and development.

APPENDIX I

The EOC shall apply to all the companies hereafter listed, being Medine Ltd and its related and/or subsidiary companies:

- ALMA Invesments Company Limited.
- Barachois Villas Company Limited.
- BIODIA Company Limited.
- Cascavelle Shopping Mall Limited.
- Clarens Fields Limited.
- Compagnie Mauricienne de Commerce Limitée.
- Concorde Tourist Guide Agency Limited.
- Excelsior United Development Companies Limited.
- Fondation Medine Horizons.
- Goodweal Limited.
- Medine Distillery Company Limited.
- Medine Limited
- Medine Property Management Limited.
- Medine Rum Limited.
- Safari Adventures Company Limited.
- Société de Développement Industriel et Agricole Limitée.
- Societe Reufac.
- Southern Investments Limited.
- Talent Solutions Limited.
- Tamarina Beach Club Hotel Limited.
- Tamarin Golf Club Limited.
- Tamarina Golf Estate Company Limited.
- TGE Management Services Limited.
- The Black River Investments Company Limited.
- The Indian Ocean Rum Company Limited.
- The Medine Shares Holding Company Limited.
- The Medine Sugar Milling Company Limited.