

WORKPLACE ANTI-DISCRIMINATION POLICY

I. BACKGROUND :

In accordance with the Labor Code, an employer may not discriminate an employee in the performance of his or her duties based on sex, race, religion, physical appearance, and union membership.

Thus, discrimination on the above basis is subject to a violation.

II. FORMS OF DISCRIMINATION AT WORK :

According to the Malagasy Labor Code, several parameters can lead to discrimination, including :

- 1- Discrimination due to harassment;
- 2- Discrimination due to union membership;
- 3- Sexual and racial discrimination;
- 4- Physical discrimination.

III. ACTS AND THEIR FORMS :

1- In its definition, harassment is a repetitive act aimed at harming the employee, either physically or psychologically.

Thus, if an employee has been a victim of a workplace harassment, and has made a complaint, he/she cannot be discriminated, nor can he/she be put aside, nor can he/she be subject to a dismissal procedure for having made a testimony, and/or complaint.

2- Each employee is free to join and/or belong to a union of his/her choice. Regardless of the nature, politics, and color of the union, an employee may not be discriminated because of his or her membership in a union;

3- Having many sites in various regions of Madagascar, no employee can be discriminated based on his origin, ethnicity, skin color, or religion.

Given the activities of Sahanala Madagascar, no discrimination is made in terms of gender or sexual orientation.

However, considering Sahanala activities, body search is mandatory for any employee at each exit of the site. Thus, it must be done by a person of the same sex.

4 - Given that the employees of Sahanala Madagascar come from various regions, and different ethnicities of Madagascar, no form of discrimination can be made neither because of the size nor the corpulence of the employee

IV. **COMPLAINT PROTOCOL:**

Any employee who has been discriminated may :

Present his or her grievance using the grievance form for this purpose (either in French or in Malagasy version). The complaint form can be read on the notice board;

Contact the staff delegates, and make a complaint following such discrimination. The names and contacts of the delegates to be approached according to gender are also posted and can be read on the notice board;

Also, the employee who is a victim of discrimination may, at any time, approach Human Resources to report the matter and relate the facts.

V. **ACCOMPANYING MEASURES.**

Any matter of discrimination, regardless of the type, must be dealt with as soon as possible. Thus, if the employee has taken the initiative of approaching the staff representatives, the latter may summon Human Resources and/or Management as soon as possible, by means of a written summons, in order to clarify the case quickly.

This complaint must then be written down in the delegates' operating book with the resolutions taken.

A return with the initiatives, the resolutions and even the sanctions taken must be made to the employee, at the latest 48 hours after the meeting.

Human Resources Manager

