

Policy on Gender Diversity

Introduction

Gender Diversity Policy (the “Policy”) of Kohat Cement Company Limited (KCCL or the Company) aims to ensure provision of equal opportunity without discrimination to men and women on recruitment and at workplace which includes but not limited to their equal reward for same work, recognition on the basis of contribution and performance, setting of eligibility criteria on merit to various positions and levels of leadership.

The policy shall also make sure that job applicants and employees do not receive less favorable treatment at work on the grounds of age, gender, marital status, maternity, political beliefs, race, religion, and disability.

Scope of the Policy

This policy applies to KCCL’s jobs applicants and to all its employees, whether full time or part time, temporary or permanent. The management shall ensure:

- a) that all recruitments and promotions shall be fair and transparent and without gender discrimination;
- b) that all employees of the Company will be treated fairly and with respect;
- c) that all employees of the Company shall be provided with a safe workplace free from harassment and discrimination;
- d) that all employees will have the opportunity to contribute and achieve their potential;
- e) that women are encouraged to take participation in workforce without fear;
- f) to develop skills and create opportunities for women to advance into leadership roles within the corporate sector;
- g) that there shall be no discrimination in the pay on the basis of gender;
- h) fair conditions of employment and benefits, including retirement benefit schemes;
- i) specific emphasis on retention and development of skills of woman employees;
- j) provision of day care facilities, better maternity leaves, robust anti-harassment and speak up opportunities to women;
- k) the establishment of committees consisting of senior management to address concerns of both women and men including complaints pertaining to harassment;
- l) the gender diversity be made as an objective part of KPIs of senior management;
- m) maintenance of gender disaggregated data with regard to female employment within the Company as well data regarding female customer base or supply base as may be relevant.

Responsibility for the Policy implementation

The Board of Directors (the Board) of the Company has overall responsibility for the effective operation of this policy. The Board shall oversee the implementation of this Policy and shall review the progress annually. The Board shall delegate to the Chief Executive of the

Company the day-to-day responsibility for implementing the policy and ensuring its maintenance and review.

Human Resource and Remuneration Committee (HR&R Committee) shall have particular responsibility for ensuring that all HR policies and procedures support the objectives of promoting equality of opportunity and eliminating unfair or unlawful discrimination.

Managers and supervisors shall be responsible for setting appropriate standards of behavior, eliminating discrimination, providing equality of opportunity within their teams and for promoting a culture of tolerance and respect.

All KCCL's employees shall be responsible for treating others with dignity and respect.

Approval

The Board of Directors of the Company in its meeting held on February 17th, 2022 considered and approved this policy.