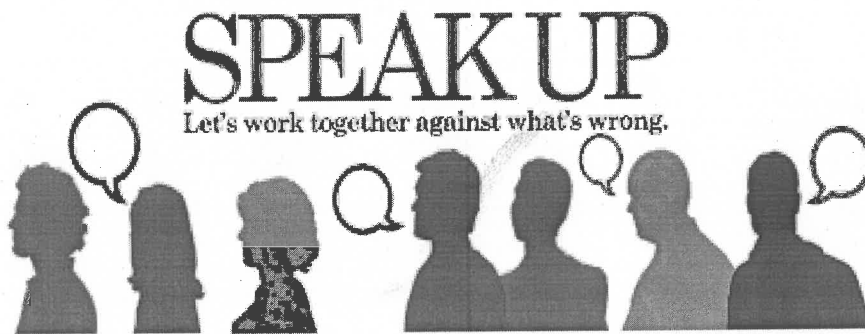


SAUGAHT FOUNDATION

Supporting the downtrodden since 2005

Whistle-Blower Policy



Let's inspire 'Whistle-Blowers' for our organization.

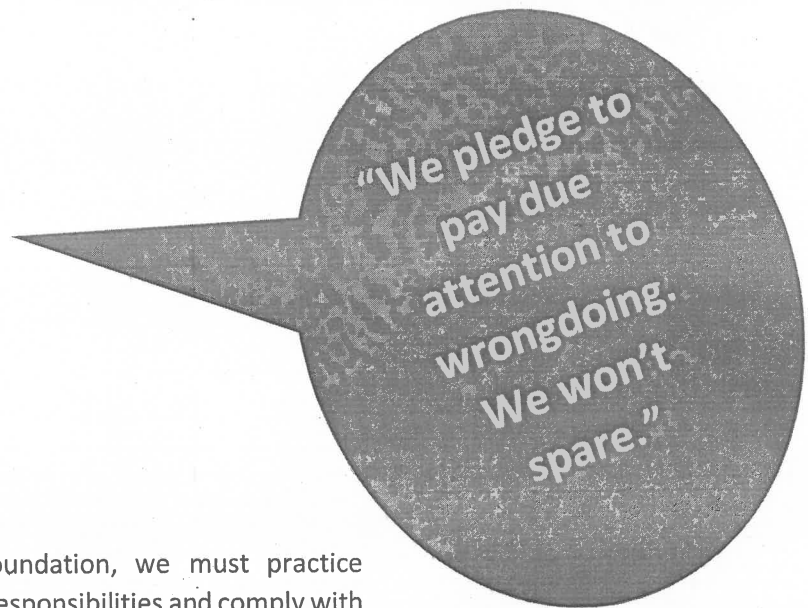
Adoption of our 'Whistle-Blower Policy'

The Resolutions: -

We the members of the Governing Body of SAUGAHT FOUNDATION take this resolution for our adoption of the 'Whistle-Blower Policy, as described below: -

The Whistle-Blower policy of SAUGAHT FOUNDATION is a guideline of our organization, which makes it clear as to what we should do in case of wrongdoing in our organization. By adopting the 'Whistle-Blower Policy, we pledge to pay proper attention to wrongdoing if it occurs in our organization.

Saugaht Foundation entails the Chief Functionary, members of the Board of Directors, all organizational staff members, project officers and employees at all levels to observe high standards of personal and professional ethics in the conduct of their duties and responsibilities. As employees



and representatives of Saugaht Foundation, we must practice honesty and integrity in fulfilling our responsibilities and comply with all applicable laws and regulations. The purpose of setting out this policy is to offer a clean and transparent organization.

Saugaht Foundation is committed to operating in compliance with all applicable laws, rules and regulations, including those concerning accounting and auditing, and prohibits fraudulent practices by any of its board members, officers, employees, or volunteers. This policy outlines a procedure for employees to feel free to report and take actions that an employee reasonably believes violate a law, or regulation or that constitute fraudulent accounting or other practices. This policy applies to any matter which is related to the activities of Saugaht Foundation but does not relate to the private activities of an individual, not connected to the organization.

If an employee has a reasonable belief that an employee or our organization is engaged in any action that violates any applicable law, or regulation, including those concerning accounting and auditing, or constitutes a fraudulent practice, the employee is expected to immediately report such information to the Secretary of Saugaht Foundation. If the employee does not feel comfortable reporting the

information to the Secretary, he or she is expected to report the information to an appropriate superior.



This Whistle-Blower Policy is intended to encourage and enable employees and others to raise serious concerns internally so that Saught Foundation can address inappropriate conduct and actions. It is our responsibility to report concerns about violations of our organization's code of ethics or

suspected violations of law or regulations that govern our organization's operations.

Saught Foundation has an open-door policy and suggests that employees share their questions, concerns, suggestions or complaints with their supervisor. Supervisors and managers are required to report complaints or concerns about suspected ethical and legal violations in writing to the Secretary who has the responsibility to investigate all reported complaints.

Complaints of suspected violations should be submitted confidentially by the complainant. Reports of violations or suspected violations will be kept confidential to the extent possible, consistent with the need to conduct an adequate investigation.

All reports will be followed up promptly, and an investigation will be conducted. In conducting its investigations, Saught Foundation will strive to keep the identity of the complaining individual as confidential as possible, while conducting an adequate review and investigation.

As our policy, Saught Foundation will not, with the intent to retaliate, take any action harmful to any employee who has provided truthful information to law enforcement personnel or a court relating to the commission or possible commission by our organization or any of its employees of a violation of any applicable law or



regulation. The organization will not retaliate against an employee in the terms and conditions of employment because that employee: (a) reports to a supervisor, the Secretary, or the GB members, what the employee believes in good faith to be a violation of the law; or (b) participates in good faith in any resulting investigation or proceeding, or (c) exercises his or her rights under any law(s) or regulation(s) to pursue a claim or take legal action to protect the employee's rights



Protection of the Whistle-Blowers is an integral part of the Policy which will lead Saugaht Foundation to take disciplinary action (up to and including termination) against an employee who has engaged in retaliatory conduct in violation of this policy.

Any allegations that prove not to be substantiated and which prove to have been made maliciously or knowingly to be false will be viewed as a serious disciplinary offence.



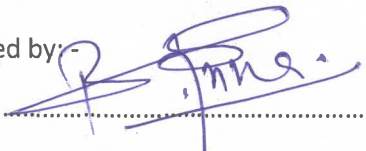
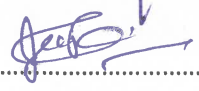

We look forward that our employees will maintain the highest standard of integrity and this document of adoption of the Whistle-Blowers Policy is to undertake that we will take positive action against all the wrongdoers.



The Whistle-Blower Policy of SAUGAHT FOUNDATION will be reviewed from time to time, as when required, in order to ensure that it meets its purpose. This will be amended as per changes in laws enforced by the government and also as per changes in the environment in the society.

The Whistle-Blower Policy has been thoroughly studied by the higher authorities of our organization which is being passed and signed by the following members of the Governing Body of SAUGAHT FOUNDATION. At+ Post – Sudna, PS- Medininagar, Jharkhand 822102

Signed by:

- (1)  (Pradeep Kumar Sinha), President, Saugaht Foundation.
- (2)  (Jitendra Kumar Pandey), Secretary, Saugaht Foundation.
- (3)  (Vivekanand Pandey), Treasurer, Saugaht Foundation.

Date: 11.08.2022