



Diversity, Equity and Inclusion Policy

Document Id	Wissen_POL_ Diversity, Equity and Inclusion Policy		
Version No	1.0	Date	20-Dec-2024
Prepared by	Bhanumathi Santhosh		
Reviewed by	Chithra Thomas		
Approved by	Madhav Vijjali		

Copyright and all rights reserved. No part of this document may be reproduced, stored, or transmitted in any form or by any means, without the prior permission of the company.

Document Amendment Record

A – Added, M – Modified, D – Deleted

S.No	Date	Version No	Page No	Change Mode (A/M/D)	Brief description of change
1	20 Dec 2024	1.0	All		Initial Version

TABLE OF CONTENTS

1	PURPOSE	5
2	SCOPE	5
3	DEFINITIONS.....	5
4	RESPONSIBILITIES	5
5	CLAUSES COVERED UNDER THE POLICY.....	5
	5.1 GENDER DIVERSITY	6
	5.2 GENERATIONAL DIVERSITY	6
	5.3 DIFFERENTLY ABLED INCLUSION.....	6
	5.4CLUTURAL AND NATIONAL DIVERSITY	6
	5.5 HUMAN RIGHTS.....	6
	5.6 REMUNERATION PHILOSOPHY	7
	5.7 ABOLITION OF MODERN SALVERY	7
	5.8 PREVENTION OF SEXUAL HARRASSMENT	7
	5.9 CORPORATE GOVERNMENT FRAMEWORK.....	7

1 PURPOSE

The objective of this policy is to affirm Wissen Infotech’s commitment to providing equal employment opportunities and fostering a diverse, equitable, and inclusive workplace where all employees feel respected, valued, and empowered to contribute to their fullest potential.

At Wissen Infotech, we recognize that our strength lies in the diversity of our people and the inclusive environment we nurture. Across all locations where we operate, we ensure compliance with local employment laws and aim to exceed mere compliance by embedding diversity, equity, and inclusion (DEI) in our processes and policies. We strive to create an environment where everyone thrives and contributes to our collective success.

2 SCOPE

This policy applies to all Wissen Infotech employees, job applicants, contractors, vendors, and other stakeholders.

3 DEFINITIONS

NA

4 RESPONSIBILITIES

NA

5 CLAUSES COVERED UNDER THE POLICY

Wissen Infotech ensures that all employment-related decisions are made based on merit, qualifications, and business needs, without discrimination based on race, colour, religion, gender, sexual orientation, gender identity, marital status, age, disability, caste, national origin, or other legally protected characteristics.

We are committed to:

- Creating and maintaining a workplace free from discrimination, harassment, and bias.
- Promoting diversity in recruitment, hiring, promotions, training, and development initiatives.

Focus Areas

Our DEI initiatives focus on building and fostering diversity across the following key areas:

5.1 Gender Diversity

We are dedicated to attracting, retaining, and supporting women professionals through:

- Flexible workplace policies to accommodate women employees' unique needs.
- A zero-tolerance policy for workplace harassment to ensure a safe environment.
- Programs for reintegrating women returning from career breaks.
- Training programs tailored for women across various management levels to empower them in their careers.

5.2 Generational Diversity

Creating an inclusive environment for employees from different age groups by:

- Implementing cross-generational mentorship programs for mutual learning.
- Offering tailored learning and development opportunities for different age groups.
- Training employees to overcome generational stereotypes and foster mutual respect.
- Providing flexible work options to accommodate varying life stages.
- Celebrating milestones to reinforce a sense of belonging.

5.3 Differently Abled Inclusion

We strive to create an accessible and supportive environment by:

- Fully adhering to the Rights of Persons with Disabilities Act, 2016 and offering meaningful employment opportunities for individuals with disabilities.
- Conducting training to educate employees on disabilities and encourage empathy.
- Promoting disability awareness and reducing stigma.
- Providing tailored job descriptions and workplace accommodation.
- Offering flexible work options and mental health support programs.

5.4 Cultural and Global Diversity

We embrace the richness of diverse cultures and nationalities by:

- Conducting cultural sensitivity and inclusivity training programs.
- Ensuring unbiased recruitment processes that emphasize skills and qualifications.
- Including diverse cultural perspectives in hiring decisions and work processes.

5.5 Human Rights

Wissen Infotech upholds the United Nations Guiding Principles on Business and Human Rights (UNGPR). We are committed to treating every individual with dignity and ensuring equal opportunities for all, irrespective of background, ability, or identity.

5.6 Remuneration Philosophy

Our remuneration philosophy is grounded in fairness, transparency, and equity. We ensure pay parity across roles, irrespective of gender, ethnicity, or background. Regular reviews of our pay practices help maintain an inclusive and competitive compensation structure.

5.7 Abolition of Modern Slavery

Wissen Infotech has a strict zero-tolerance policy toward modern slavery, as outlined in the Modern Slavery Act 2015 and the Commonwealth Modern Slavery Act 2018. We ensure our operations and supply chains uphold the highest human rights standards, free from exploitation or forced labour.

5.8 Prevention of Sexual Harassment

Wissen Infotech maintains a zero-tolerance policy for sexual harassment. Through awareness programs, clear reporting channels, and rigorous enforcement, we ensure that employees work in a safe, respectful, and harassment-free environment.

5.9 Corporate Governance Framework

Wissen Infotech is committed to identifying, managing, and mitigating workplace risks. Our Code of Conduct sets clear expectations for ethical behaviour, while our Whistleblower Policy protects employees who raise concerns. We maintain a robust grievance redressal mechanism to address issues related to discrimination, harassment, or misconduct transparently and effectively.