

Global Policy on Diversity, Equity & Inclusion at HCLTech



Objective

HCL embraces Diversity as an asset, Equity as a differentiator and Inclusion as an Integrator. It trusts in 'The power of difference' and shares unwavering commitment to be purposefully and deliberately diverse, equitable and inclusive which is a critical lever for enabling businesses to grasp the increasingly varied needs of customers & stakeholders who represent a multitude of cultural and ethnic backgrounds. Such diversity brings alternate views, innovation, and different thinking that help HCLTech's unique solutions to clients.

The global policy on Diversity, Equity & Inclusion at HCLTech, along with our Global DEI Strategy, sets out the principles and requirements by which HCLTech will enhance diversity, equity and inclusion throughout the organization.

Applicability

This policy governs all areas of employment at HCLTech and its subsidiaries ("HCLTech") in India.

Policy Statement

HCLTech takes pride in being a company that focuses on building bridges that leads humanity into a sustainable and equitable future. This ideology of ours reflect our efforts to be diverse, equal, and inclusive with our entire workforce. We are operating currently in over 60 nations and have employees from more than 150 nations.

HCLTech has always believed that technology and people working together can generate positive change that will advance the world to the next stage. HCLTech acknowledges that it is about recognizing the differences that exist within employees, harnessing and synergizing them, and creating an equitable & inclusive work environment that is conducive, brings out the best in their employees. HCLTech understands the need of Diversity, Equity & inclusion to integrate the internal culture building efforts and in external community engagement efforts. This benefits the entire society, not just one group.

Policy Details

HCLTech's Diversity, Equity and Inclusion policy and strategy concentrates on Leveraging Diversity, Elevating Equity and Leading Inclusively for being a responsible business by redefining workplaces, renewing ecosystems, and repaying to society:

Leveraging diversity: By enhancing organizational effectiveness and community partnerships by making use of the different perspectives, experiences, and abilities that people bring to the workplace.

Elevating equity: By "leveling the playing field," and giving every HCLTechie the unique resources they need to have access to opportunities and becoming an advocate of systemic change in community

Leading inclusively: By creating a sense of belongingness & acceptance; where each HCLTechie feels respected & valued; and feels a level of supportive energy and commitment from leaders, colleagues and others so that all people—individually and collectively—can do their best

Equal Employment Opportunity: HCLTech is an equal opportunity employer and makes the best endeavors to treat the candidates and employees without regards to their race, religion, belief, sex, color, creed, age, National & ethnic origin, marital status, pregnancy, sexual orientation and physical disability, political affiliation or any other status protected by laws or regulations of the land.

Enabling Environment for Diverse employees at workplace: We are committed to provide an environment free of any and all kinds of harassment including sexual harassment, gender-based harassment, harassment related to special conditions.

Forging a human centered approach for the Future of work: HCLTech understands that the future of work is about fostering equity and inclusivity for all our workforce. The future of work has focused much-needed attention on how best to prepare for the changing nature of the workforce and the workplace — with HCLTech continuously exploring what challenges the future of work will bring for people and workers, and how they can be addressed.

Diversity Equity & Inclusion for all: HCLTech aims to improve the lives of people around the planet, encouraging their employees, clients, stakeholders, and the communities where we live and work to have a higher purpose. Shaping and strengthening the economic, social and financial future of communities is at the heart of HCLTech's culture. HCLTech is consciously dedicated to creating and sustaining a culture of equality, self-awareness, authenticity, and accountability in the realms of gender, ethnicity multiculturalism, disabilities, LGBTQIA+ inclusion, supplier diversity and community engagements.

DEI Groups & Networks: From tapping into professional networks that support women, our LGBTQIA+ employees, persons with disability and people of all races & ethnicities to supporting the development of employees, the employee resource groups are indispensable to the long-term vitality of our workforce and business. Our groups are an integral part of our diversity equity and inclusion journey and key to maintaining a richly diverse talent base.

Inclusion at HCLTech

We believe that integrating inclusivity & acceptance into the organization's DNA is an ongoing process and one that requires commitment from each employee to ensure that its presence is ubiquitous and commonplace in each of our workplace interactions to mitigate unconscious bias. Attributes like empowerment, accountability, courage and humility must be practiced on daily basis.

Board Diversity

The Company recognizes its obligation to maintain a Board with a diversity of Directors. The Company considers that the concept of diversity incorporates several different aspects such as professional experiences, business perspectives, skills, knowledge, gender, age, cultural and educational background, ethnicity, and length of service. The Company believes that Board diversity enhances decision making capability and a diverse Board is more effective in dealing with organizational changes and less likely to suffer from group thinking.

Diversity Equity & Inclusion Board Committee

The Board Committees play a crucial role in the governance structure of the Company and are being set out to deal with specific areas / activities which concern the Company and need a closer review. They are set up under the formal approval of the Board to carry out their clearly defined roles. The Board supervises the execution of its responsibilities by the committees and is responsible for their actions. Since 2016, an independent committee of the board is formulated that guides and drives HCLTech's DEI strategy.

Zero Tolerance Towards Discrimination & Harassment

HCLTech operates a zero-tolerance policy towards workplace harassment and any kind of perceived discrimination. We are committed to maintaining a workplace that is free from violence, harassment, intimidation and other unsafe or disruptive conditions. Additionally, we have safeguarding protocols in place that ensure our employees' privacy and dignity are maintained. Any violation of our anti-discrimination and anti-harassment policies by an employee or individual may result in serious disciplinary action, up to and including termination where permitted by law.

Employees have access to various mechanisms to raise concerns. Any employee or individual may report a concern in writing or orally by communicating it to one of the following:

their reporting manager;

human resources;

the whistleblower committee via
whistleblower@hcl.com.

We advise our employees to submit a written complaint narrating the factual sequence of events leading to the violation along with any supporting evidence. The raised concerns are kept strictly confidential and can be raised anonymously. Moreover, to warrant effective implementation of our anti-discrimination policies, we make sure that people are aware of their rights through regular trainings and capacity building programs.

Supplier Diversity

HCLTech consciously focus to on-board suppliers / vendors who comply with local laws and policies to maintain and balance diversity requirements. The Company's Procurement Policy particularly focusses on local vendors. While selecting the vendors, preference is given to local vendors for outsourcing jobs pertaining to facilities management, procurement of materials for infrastructure development and other operations with an objective of creating employment and economic opportunities in the areas where the Company operates. The Company also maintains Minority and Women based vendors' data in CL (Contingent Labour) vendors' database to fulfil business needs as per business demand.