



MITS Global Consulting Private Limited

DIVERSITY, EQUITY AND INCLUSION POLICY

Version	Date	Prepared by	Reviewed by	Approved By
1.0	03.09.2024	Sangeeta Mungapatil	Aakash Dhurka	Sandeep Dhurka
1.1	06.01.2025	Sangeeta Mungapatil	Aakash Dhurka	Sandeep Dhurka

Policy Statement:

We are committed to promoting a diverse, equitable, and inclusive work environment where all our employees, clients, and partners are valued and respected. We treat every individual with dignity and respect, providing equal employment opportunities regardless of age, religion, gender, race, sexual orientation, disability, or any other characteristic. We ensure that there is no discrimination in our recruitment process, whether for our own team or for client placements, with decisions made strictly based on merit and skills.

Scope:

This policy applies to employees, clients, and all third-party suppliers/ vendors.

Commitments:

We are committed to

- Provide equal opportunities to all job seekers, ensuring that no individual is discriminated against based on age, religion, gender, race, sexual orientation, disability, or any other personal characteristic.
- Evaluation of candidates using consistent and transparent criteria, eliminating any possibility of unconscious bias.
- Regular training to recruit teams to recognize and avoid discrimination, ensuring an equitable and inclusive interview and selection process.
- Prioritizing candidates' skills, qualifications, and experience in our recruitment process to promote fairness in the process.
- We provide equal opportunities for career progression, supporting the development of all employees based on merit.
- Regularly review and update the DEI policy to effectively align with our goal for an inclusive and equitable workplace.
- Communicating our DEI commitments transparently to all our clients

We will monitor our progress by achieving and tracking the following targets by the end of every year, compared to the baseline year 2025:

- Conduct at least two DEI training covering 100% of the recruiting staff.
- Ensure that all job descriptions are gender neutral.
- Achieve an employee satisfaction score of at least 75% regarding inclusivity and workplace culture in annual surveys.

Roles and Responsibility:

The Management Team and HR team will be responsible for ensuring that DEI principles are upheld at all levels of the organization, including in recruitment, hiring practices, promotions, and employee development.

Periodic Audits will be conducted to evaluate the effectiveness and compliance of the policy.

Policy Review:

We ensure that there is constant monitoring to prevent violations of this policy. This policy is subject to review and update every six months by the management and all changes will be communicated to the relevant stakeholders.

Documentation and Records:**Records will be maintained for:**

- Training
- Employee Satisfaction Surveys
- Recruitment Documentation

Reporting:

To raise grievances related to DEI Policy, Employee and HR portal can be used for internal teams. Through this portal, employees can directly share their issues and concerns with the HR department, enabling HR to promptly view and address these matters. For external stakeholders, a whistleblower mechanism is available on the website.
