

DIVERSITY, EQUITY AND INCLUSION POLICY

MITS Global Consulting Pvt. Ltd.

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Version History

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
1.2	14.09.2026	Sangeeta Mungapatil	Aakash Dhurka	Sandeep Dhurka

Policy Statement

MITS Global Consulting Pvt. Ltd. is committed to creating a diverse, equitable and inclusive workplace where all individuals are treated with dignity, fairness and respect.

Employment and recruitment decisions will be based on relevant skills, qualifications, performance and business requirements, without discrimination based on gender, age, religion, caste, race, ethnicity, disability, sexual orientation, marital status, nationality or any other characteristic protected by applicable law.

Scope

This policy applies to all MITS employees and covers recruitment, hiring, training, development, promotion and other employment-related decisions.

The principles of fair and non-discriminatory recruitment also apply to candidates considered for client placements.

Commitments

MITS is committed to:

Equal Opportunity

Providing equal employment and career opportunities based on merit.

Periodic Review

Reviewing recruitment and employment practices periodically to support fairness and inclusion.

Reporting Channels

Providing appropriate channels for reporting discrimination or inclusion-related concerns.



Fair Recruitment & Employment

Maintaining fair and non-discriminatory recruitment and employment practices.

Inclusive Workplace

Promoting an inclusive workplace where employees are treated with dignity and respect.

DEI Awareness

Building awareness among employees and recruitment teams on diversity, equity and inclusion.

Objectives and Targets

The objective of this policy is to support a fair, respectful and inclusive workplace by promoting merit-based employment practices, strengthening awareness of diversity, equity and inclusion, and monitoring relevant recruitment and workplace practices.

MITS will:

- 1 Conduct at least one DEI and fair recruitment awareness session annually for relevant HR and recruitment employees.
- 2 Review applicable new or materially revised job descriptions for fair and inclusive language.
- 3 Conduct an annual employee survey or feedback exercise covering workplace inclusion.
- 4 Maintain relevant recruitment fairness and DEI implementation records and review them at least annually.

Roles and Responsibilities

HR Team and Management

The HR Team and Management are responsible for implementing this policy and promoting fair and inclusive practices across the organisation.

Managers and Recruiters

Managers and recruiters are expected to make employment-related decisions based on objective, role-relevant and merit-based criteria.

Employees

Employees are expected to contribute to a respectful, inclusive and non-discriminatory workplace.

Reporting



Employees may raise concerns related to discrimination, fairness or inclusion through the HR Team, Management or available internal grievance channels.



External stakeholders may use the MITS Whistleblower Mechanism, where applicable.



Concerns will be handled appropriately and with due regard to confidentiality and non-retaliation.

Records and Documentation

Relevant records may include:

DEI and fair recruitment training records	Job description fairness review records	Recruitment screening and interview records
Employee survey and feedback records	DEI-related grievance or complaint records	DEI action and implementation records

Related Policies and Documents

This policy should be read together with relevant MITS policies and procedures, including:

Labour and Human Rights Policy	Anti-Discrimination and Harassment Policy
POSH Policy	Whistleblower Policy
Employee Code of Conduct	Employee Handbook

Policy Review and Refresh

This policy will be reviewed annually to confirm its continued relevance, effectiveness and alignment with applicable legal, regulatory, organisational and workplace requirements. A comprehensive review and refresh of the policy will be undertaken at least once every two years. The policy will also be reviewed and updated earlier where significant changes occur in applicable laws or regulations, workforce composition, recruitment or employment practices, workplace concerns, organisational requirements, or other circumstances relevant to this policy.

The outcome of the annual review will be documented. Any material amendments will be approved by authorised management and communicated to relevant stakeholders.

Revision Note

- ✓ **Version 1.2 – 14.09.2026:** Updated commitments, practical targets, documentation and policy review and refresh requirements.