

Equal Opportunity Policy for Persons with Disabilities – India

At Infosys, we strive to provide a work environment free of discrimination and harassment. We are an equal opportunity employer and employment decisions are based on merit and business needs.

The inclusion of persons with disability is an integral part of our Code of Conduct and Ethics which has guided us to craft the following practices.

1. Guidelines:

- a) Infosys believes in building a diverse, inclusive and equitable workplace.
- b) Infosys shall ensure that no applicant or employee is discriminated on the grounds of his/her disability in regard to any position for which the applicant or employee meets the inherent requirements of the position and is able to perform.

2. Accessible Workplace supports:

- a) Reasonable Accommodations are facilitated, where required, to improve accessibility and create an inclusive work environment so as to maximize the ability of an employee to perform the job. Accessible infrastructure at Infosys includes ramps in buildings, pathways, accessible common areas, mobility support, where required – golf carts, manual and motorized wheelchairs, comfortable workstations, screen readers and other supporting assistive devices, as needed. (Reasonable accommodation means necessary and appropriate modification and adjustments, without imposing a disproportionate or undue burden in a particular case on the company, to ensure to persons with disabilities the enjoyment or exercise of rights equally with others in the offices of Infosys).
- b) Information essential to the job and workplace, such as job instructions, employee handbook, information on support facility, intranet, grievance procedures or health and safety procedures are communicated to employees with disabilities in a format which ensures that they are fully informed.
- c) Employees with disabilities are assisted to identify their prospective next assignment/available opportunity.
- d) Condition of the applicant's and employee's disability is considered in determining the location of work.
- e) Infosys has a special loan policy for employees with disability working in India locations which enables them to purchase assistive devices that improve their overall ability and quality of life.

3. Learning and Awareness

- a) Training opportunities are made available to employees on LEX. LEX is a platform that hosts learning material in the form of e-learning, content with voice over, self-reading documents etc., which employees can access from their desks.
- b) Alternate formats such as the use of readers or adapted materials are facilitated, where required, for employees with disabilities.
- c) Training handbooks and materials are made accessible to persons with communication impairments and partial visual impairments, including alternative formats for printed materials and use of visual illustrations, in place of text when the need arises.

4. Employee Resource Group:

Infyability is an Employee Resource Group (ERG) for Infosys' employees with disability and their allies. This ERG aims to create a safe and inclusive work environment for employees with disability. The ERG runs campaigns and programs to not only sensitize employees, but also invite employees to provide their inputs on how they can foster inclusion of employees with disability.

5. Extra Leave:

An employee's request for extra leave, for a reason related to her/his disability, will be treated as authorized unpaid absence from work.

6. Grievance Handling:

- a) In case of any grievances, the employees can raise a complaint on Infy Me mobile/web application or write to HEAR@infosys.com
- b) Infosys will not retaliate nor discriminate against any employee or applicant because he or she has opposed any unlawful employment practice or filed a charge of employment discrimination, testified, assisted, or participated in any manner in an investigation, proceeding, or hearing related to employment practices.

For any further guidance or assistance on this policy please reach out to:

Contact person: Aruna Newton

Designation : VP- Head Diversity, Equity and Inclusion

Email : infyability@infosys.com