



**QUALITY SYSTEM DOCUMENTATION**

**Human Rights Policy Statement**  
**2021**

**INFOSYS LIMITED**

Bengaluru

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## REVISION HISTORY

VER #	DATE	AUTHOR	REVIEWER	COMMENTS
1.00	Jan 01, 2013	Aruna C Newton/Bhaskar R Venugopal	SVP & Group Head - HRD	Statement Created
1.1	Jan 01, 2015	Bhaskar R Venugopal	SVP & Group Head - HRD	Relevance of Supply Chain highlighted
1.2	May 02, 2019	Aruna C Newton	EVP, Group Head HRD	Reviewed
1.2.1	Apr 10, 2020	Tanuja Manohara	Aruna C Newton Head – Diversity and Inclusion	Error in ‘Child Labor’ clause corrected
1.3	Mar 25, 2021	Tanuja Manohara	Aruna C Newton Head – Diversity & Inclusion	Addition of focus areas

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## 1 OBJECTIVE

As a signatory to the “United Nations Global Compact”, Infosys Limited supports the protection and elevation of human rights in accordance with the United Nations Universal Declaration of Human Rights, United Nations Guiding Principles on Business and Human Rights (“UN Guiding Principles”) and the International Labor Organization’s Declaration on Fundamental Principles and Rights at Work (“ILO Declaration”). We are signatories to the UN Women’s Empowerment Principles and the “UN Standards of Conduct for Business” in tackling discrimination against Lesbian, Gay, Bi, Trans and Intersex people. Our Human Rights Statement provides a broad framework to ensure that all employees are treated with respect and dignity and that a common set of principles apply to our business practices to ensure that we do not condone human rights violations or abuses. Our [Supplier Code of Conduct](#) helps us manage and address this important aspect of sustainable business in our supply chains.

## 2 SCOPE

This statement covers all our employees across Infosys Group

## 3 ELIGIBILITY

All employees across all job levels are covered under this policy

## 4 MAIN CONTENTS OF THE POLICY

### 4.1 Equal Opportunity Employer

Our [Code of Conduct and Ethics](#) governs our inclusion strategy. A key tenet of the code of conduct is respecting each other through creating an equal opportunity workplace free of discrimination and harassment. We do not discriminate or allow harassment based on race, color, religion, disability, gender, national origin, sexual orientation, gender identity, gender expression, age, genetic information, military status, or any other legally protected status. Employees in the U.S. may also refer to our U.S. Equal Opportunity Statement.

### 4.2 Harassment Free Workplace

We are committed to providing a work environment free from harassment. Company policy prohibits sexual harassment and harassment based on pregnancy, childbirth or related medical conditions, race, religious creed, color, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other type of harassment protected by federal, state, or local law or ordinance or regulation.

#### **4.3 Workplace Diversity**

We aim to create an inclusive workplace and leverage the power of diversity for sustainable competitive advantage, where employees from different backgrounds can have the opportunity to participate, develop and contribute freely and equitably. By an inclusive environment, we mean creating a place free of barriers in which every employee can have the opportunity to participate, contribute and develop freely and equitably.

Our Diversity Philosophy celebrates the common values that bring joy, happiness, energy, and enthusiasm to the community and focuses on bridging differences by enhancing commonalities among the diverse work pool.

#### **4.4 Freedom of Expression & Association**

We recognize the employees' right to assemble, communicate and join association of their choice in matters related to their employment within the purview of the policies and procedures of the Company. We respect the rights of our employees to associate or not associate through Internal Employee Resource Groups and seek representation, to bargain or not bargain collectively in accordance with local laws.

#### **4.5 Abolition of Forced Labor**

We are against any form of coerced or prison labor, use of physical punishment or threats of violence or other forms of physical, sexual, psychological or verbal abuse as a method of discipline or control.

#### **4.6 Abolition of Child Labor**

We are against the exploitation of children (any person below the age of 18 years) through any form of work that deprives them of their childhood, interferes with their ability to attend regular school, and is mentally, physically, socially or morally harmful.

#### **4.7 Health, Workplace Safety and Environment**

We are committed to demonstrating a high standard of environmental protection and provision of a safe and healthy workplace. We have in place various practices, policies and financial & non-financial measures to ensure a safe and healthy workforce.

The Company also has [Health, Safety and Environmental \(HSE\) Policy](#) in place which commits to conservation of resources, prevention of pollution, adherence to all applicable legislations and elimination of accidents, occupational illnesses and injuries at work.

#### **4.8 Sustainability**

We are committed to follow sustainable practices in all our endeavors. Our [ESG Vision 2030](#) guide our efforts, in this regard we publish annual Sustainability/ESG Reports adhering to globally accepted standards/frameworks. As a responsible corporate citizen, we are committed to deliver value to all our stakeholders including clients, employees, investors, suppliers, government, and community.

#### **4.9 Anti-Bribery and Anti-Corruption**

Our Anti-Bribery & Anti-Corruption (ABAC) policy sets out our position on bribery and corruption in detail. The ABAC policy and processes are reviewed by Audit Committee of the Board and Management at regular intervals. We have adopted a whistleblower mechanism for reporting concerns about unethical behavior, actual or suspected fraud, or violation of the Company's Code of Conduct and Ethics.

#### **4.10 Data Privacy**

World over, privacy is increasingly being recognized as a fundamental human right, more so in the hyperconnected digital society, and several nations in last few years enacted data privacy regulations or strengthened their existing laws to make organizations accountable for data privacy. Company's commitment towards data privacy is demonstrated by the fact that it is one of the few organizations in the world to setup a dedicated independent data privacy function a decade ago. Data Privacy Office( DPO) directly reports to the Board, ensuring there is absolutely no conflict of interest in DPO playing an effective role to ensure privacy of its employees, candidates, visitors, customers and other stakeholders, according to applicable data privacy regulations across the globe, including but not limited to GDPR, CCPA, LGPD both as a data controller and processor. The DPO besides working closely with various stakeholders to ensure deployment of appropriate privacy controls, also handles data subject rights and data breaches. In Jan 2020, Infosys became one of the first companies in the world to have receive accredited ISO 27701 certification on privacy.

#### **4.11 Living Wages**

We ensure all employees are paid adequately to maintain a standard of living. At all times Company ensures it pays employees higher than the minimum wages prescribed by governments, in the various countries it operates globally.

#### **4.12 Employee Handbook**

We are committed to ensure compliance to all our obligations globally and in doing so, believe it is important to educate employees on their rights and responsibilities. We have created reference documents in the form of employee handbooks and policy portals, that serve as a guide to employees on their benefit entitlements. These documents are reviewed regularly to ensure they are always updated.

### **5 EXCEPTIONS**

None

### **6 EFFECTIVE DATE**

This Policy is effective from Mar 25, 2021