

YePrayas Private Limited – Diversity, Equity & Inclusion Policy

1. Policy Statement

At YePrayas Private Limited, we believe that a diverse, equitable and inclusive workforce is the biggest asset of the organization. We encourage a workplace where every individual, regardless of gender, age, caste, religion, disability, socio-economic background, language, sexual orientation, or any other difference, feels valued, respected, and empowered to contribute. This DEI policy guides our approach to achieving fairness, access, belonging, and opportunity in all our operations.

2. Scope

This Policy applies to all workers, facilities, and field operations, contractual staff, interns, vendors, and visitors engaged in activities under YePrayas operational control.

This policy sets down the framework for all operational activities and employment lifecycles carried out by YePrayas.

3. Definitions

Diversity means recognising and valuing the range of differences among individuals (for example gender, caste, religion, disability, age, ethnicity, language, sexual orientation, socio-economic background).

Equity means ensuring fair treatment, access, opportunity, and advancement for all employees by removing the barriers that have prevented full participation by some groups.

Inclusion means creating workplaces in which every individual feels a sense of belonging, is respected, and can engage fully and authentically in the work environment.

4. Legal & Standard References

- Indian Constitution: equality before law (Article 14), prohibition of discrimination (Article 15), equal opportunity in employment (Article 16).
- Relevant Indian labour, disability, and anti-discrimination laws, as applicable to private sector.
- Best-practice frameworks for DEI in Indian industry.

4. Key Commitments

YePrayas commits to:

- Ensuring recruitment and employment decisions are based on merit, potential and organizational requirements—not biased against protected or under-represented groups.



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- Promoting pay equity and fair access to training, development, and advancement for all employees.
- Providing a work environment free from discrimination, harassment, bullying or victimization.
- Encouraging diversity of ideas and background, recognising that it strengthens innovation, engagement and productivity.
- Communicating openly about DEI, raising awareness of unconscious bias, and providing training where required.
- Extending DEI expectations to our contractors, suppliers and partner organisations.
- Measuring, monitoring and reporting on key DEI metrics (e.g., representation, retention, promotion, grievance trends) and continuously improving our practices.

6. Responsibilities

Top Management: Provide leadership, approve this policy, allocate resources, set DEI objectives and review progress.

HR/People Function: Embed DEI into policies (recruitment, training, performance management), maintain data & metrics, conduct awareness programmes, investigate issues.

Line Managers/Supervisors: Create inclusive team environment, ensure fair treatment, challenge bias, support diverse talent, ensure accessibility and belonging.

All Employees: Behave respectfully, support inclusive practices, recognise and minimise bias, participate in DEI training and initiatives, raise concerns or suggestions.

Contractors/Suppliers/Partners: Adhere to YePrayas DEI standards and commit to inclusive practices in their own operations when working with us.

7. Implementation & Practice

- **Recruitment:** Job postings shall encourage applications from diverse pools; selection panels will include diverse representation where feasible; structured interviews and objective criteria will be used to minimise bias.
- **Training & Awareness:** All employees will undergo basic DEI orientation; leaders and HR will receive adequate training like inclusive leadership and unconscious bias.
- **Accessibility:** Evaluate and adapt to workplaces, vehicles, equipment and processes to be accessible.
- **Promotion & Development:** Transparent criteria for promotion; mentoring or sponsorship programmes for under-represented groups; review of promotion metrics will be timely reviewed.
- **Communication & Culture:** Regular internal communication on DEI topics, forums for employee voice.



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- Supplier/Contractor Engagement: Include DEI expectations in contracts and checks on vendors/contractors to ensure they align with YePrayas standards.

8. Reporting, Monitoring & Review

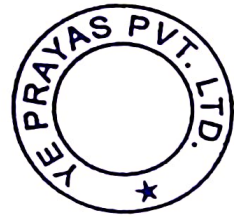
- Establish and maintain DEI-metrics file (e.g., gender ratio, training & awareness).
- Conduct timely DEI review by management.
- Set measurable targets for improvement and review them regularly (wherever needed).
- Maintain confidential grievance mechanism for reporting discrimination or exclusion incidents; ensure investigation, corrective action and no retaliation.
- Review this policy timely or whenever there is a significant change in business, workforce or regulatory environment.

9. Grievance Mechanism & Non-Retaliation

Any employee, contractor or partner who believes they have been treated unfairly in violation of this policy may file a complaint to HR.

All complaints will be treated confidentially, investigated promptly, with findings reported to senior management and appropriate corrective actions taken.

YePrayas will not tolerate any retaliation against anyone who raises concerns or participates in investigation in good faith.



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