



KFIN TECHNOLOGIES LIMITED

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Human Rights Policy

Document Revision History

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			Name	Date	
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Contents

1.0 Objective	2
2.0 Scope and Applicability	2
3.0 Main Contents	2
4.0 Grievance Mechanism.....	3

1. Objective

KFin Technologies Limited (“KFINTECH” or “We”) considers the protection of human rights in its workplace as one of the most important duties of a corporate company and believes in the power of business in long term protection of human rights. We strive to promote and protect human rights in our workspace by abiding to the guiding principles set forth by the United Nations Guiding Principles on Business and Human Rights (**UN Guiding Principles**). We respect, integrate and uphold the human right guidelines put forth by Universal Declaration of Human Rights (**UDHR**) and the International Labour Organisation’s Declaration on Fundamental Principles and Rights to Work (**ILO Declaration**) in addition to complying with all applicable local and national laws and regulations.

2. Scope and Applicability

- 2.1 This Human Rights Policy (“Policy”) is applicable to all the directors, officers and employees (part-time and full-time) of the KFINTECH.
- 2.2 This Policy is effective from 1st day of April, 2022.

3. Main Contents

- 3.1 Equal opportunity: KFINTECH is an equal employment opportunity employer which provides a workplace free of harassment or discrimination based on age, race, culture, religion, caste, colour, disability, origin, sexual orientation, gender identity, gender expression, genetic information or any other legally protected status.
- 3.2 Prevention of sexual harassment: KFINTECH is committed to provide a safe, secure and congenial work environment for all the employees, and has zero-tolerance to any incident of sexual harassment in the workplace in any manner. The company’s policy for Prevention of Sexual Harassment at Workplace aims to prevent any such incident and provides the procedure to be followed in case of any violation.
- 3.3 Workplace diversity and inclusion: KFINTECH promote an inclusive workspace which leverage the power of diversity where everyone could contribute freely. We believe that inclusion of diversity as a key to growth and encourage mutual respect in the workspace.
- 3.4 Gender Inclusion: KFINTECH promotes and fosters a gender inclusive work atmosphere, and the real emphasis is placed on valuing people’s abilities, instead of limiting them by gender role. We have a Transgender Employment policy to address the concerns of gender non-conforming and transgenders employees.
- 3.5 Abolition of forced labour and human trafficking: KFINTECH is against any kind of forced labour, modern slavery, human trafficking and use of threat or violence as a measure to control.

Human Rights Policy

- 3.6 Safe, secured and healthy workplace: We are committed to provide a safe, secured and healthy work atmosphere and lifestyle to all our employees and are focused to prevent any kind of adverse impact on the environment. We believe in regular consultation and involvement of our employees for making the workplace safe and healthy for everyone.
- 3.7 Anti-bribery and anti-corruption: At KFINTECH we promote a bribery and corruption free work environment which is dealt under our Anti-Bribery and Anti-Corruption Policy. These policies provide the procedure to be followed in case of any unethical behavior or engagement in any corruption or bribery by any employee or third party.
- 3.8 Data privacy: KFINTECH is committed to protect the data privacy of our employees, vendors and clients. We do not share any information with a third party without the consent of the information owner, unless mandated by law.
- 3.9 Human dignity and respect: KFINTECH believe and is committed to treat everyone with dignity, respect, and professional courtesy. We do not tolerate any kind of abuse of authority, harassment, or discriminatory conduct.
- 3.10 Freedom of association and expression: KFINTECH recognises and respects the rights of our employees and accept that they have the right to assemble peacefully and express their opinions related to the employment within the premises of the office under the purview of the policies of the company and relevant laws.
- 3.11 Anti-money laundering: KFINTECH is committed to deterring fraud, money laundering and/ or terrorist financing. We do not tolerate any kind of activities coming under the purview of money laundering under the prevalent laws or KFINTECH's Anti-Money Laundering Policy (AML Policy).
- 3.12 Employee skill upgradation and career development: KFINTECH believes in the upgradation of the skills and talents of our employees through various training programs which aims to enhance organizational capabilities through continuous improvements of the employee competencies, knowledge and attitude which is governed by our Training and Development Policy.

4. Grievance Mechanism

We implement and promote the above-mentioned standards through our various policies and guidelines. We do provide in-house training, discussions, and awareness to our employees in order to make sure that there is no human right violation taking place in the workspace. The company's Whistle-blower Policy is an important means to raise violations of the standards and prevent any suspected violations.