

KFIN TECHNOLOGIES LIMITED ("KFINTECH")

Document Name Occupational Health and Safety Policy

Document Number

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Document Revision History

Version	Date of Release / Revision	Prepared / Revised By	Reviewed & Approved By		Description of changes
			Name	Date	
1.0	March, 2026				New Policy
2.0	May 27, 2026	Snehal Garde Deputy Manager Compliance	Anish Kumar Chief Compliance Officer	May 27, 2026	Structural Changes

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1. PURPOSE OF POLICY

KFin Technologies Limited including its subsidiaries, joint ventures and branches (“KFinTech or Company”), is committed to fostering a safe, healthy, and supportive work environment that promotes the holistic well-being of all its employees. This Occupational Health and Safety Policy (“Policy”) embodies the Company’s dedication to protecting the physical, mental, and emotional health of its employees while nurturing a culture of safety, inclusivity, and mutual respect.

The purpose of this Policy is to establish a structured and systematic approach for adhering to the health and safety measures as required under the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, SEBI BRSR Framework (Principle 3 – Employee Well-being) and Occupational Safety, Health and Working Conditions Code, 2020; collectively known as “Regulatory frameworks” thereby preventing accidents, occupational diseases, and health-related risks, while promoting physical, mental, and emotional well-being at the workplace.

2. SCOPE AND APPLICABILITY

This Policy applies to all employees of the Company, irrespective of their role, designation, locations or nature of employment, and extends to contractors, consultants, interns, temporary staff, visitors, and any other persons who may have access or be affected by the Company’s workplace, systems, or activities. This Policy is in accordance with the Regulatory Frameworks and shall apply to all establishments of the Company to which it applies, including establishments employing ten or more employees, or such other establishments as may be notified by the appropriate government from time to time.

3. DEFINITIONS

For the purpose of this Policy, unless the context otherwise requires, terms used herein shall have the meanings assigned to them under the Occupational Safety, Health and Working Conditions Code, 2020 (“OSH Code, 2020”).

“**Accident**” and “**Dangerous Occurrence**” mean any unplanned event arising out of or in the course of work that results in injury, ill-health, or risk to life or safety, whether or not it causes actual harm.

“**Employee**” means in respect of an establishment, a person (other than an apprentice engaged under the Apprentices Act, 1961) employed on wages by an establishment to do any skilled, semi-skilled, unskilled, manual, operational, supervisory, managerial, administrative, technical, clerical or any other work whether the terms of employment be express or implied.

“**Establishment**” means a place where any industry, trade, business, manufacturing or occupation is carried on in which ten or more workers are employed.

“**Hazardous**” means involving danger or potential danger.

4. POLICY STATEMENT

The Company affirms its commitment to:

- Ensuring a workplace that is safe, hazard-free, and conducive to the health and well-being of all employees.
- Continuously innovating wellness programs and initiatives to meet the evolving needs of the workforce.
- Providing comprehensive support for physical and mental health through proactive training, resources, and benefits.
- Promoting work-life balance through flexible leave policies tailored to personal and professional needs.
- Complying with all applicable occupational health and safety laws, regulations, and standards.
- Encouraging employee participation and accountability in maintaining a safe work environment.

5. KEY COMMITMENTS

5.1 Workplace Safety

- The Company shall be responsible to maintain cleanliness and hygiene, adequate ventilation, environment free from dust, potable drinking water, adequate lighting, sitting arrangements, effective arrangements for treatment of wastes, adequate fire safety systems, evacuation procedures, adequate first aid kits, etc
- The Company is committed to providing and maintaining a safe and secure working environment by systematically identifying and mitigating potential hazards. Regular workplace inspections and risk assessments shall be undertaken to proactively prevent accidents, injuries, and unsafe conditions.
- The Company shall ensure that all workspaces, infrastructure, equipment and systems meet or exceed safety standards relevant to office and technology-based work environments.
- Appropriate emergency preparedness and response measures shall be communicated to the employees and reviewed to ensure readiness in the event of an emergency.

5.2 Employee Wellness and Mental Health

- KFintech recognises the importance of employee well-being which includes not only physical but also mental and emotional health.
- It shall invest in comprehensive wellness initiatives that address physical fitness, mental health, stress management, medical checkups and overall well-being.
- Where appropriate, KFintech shall provide access to counseling services or employee assistance programs to assist employees in addressing personal or work-related challenges.

5.3 Flexible Leaves and Supportive Benefits

- In support of employee health and well-being, KFintech endeavors to provide flexible leave options/benefits beyond statutory requirements to support personal milestones and emotional needs.
- KFintech shall encourage employees to utilize leave option/benefits to recharge and attend to personal and family health, ensuring they return to work motivated and productive.

5.4 Training and Awareness

- KFintech is committed to ongoing workplace health and safety training programs tailored to evolving workplace dynamics and technologies.
- KFintech shall engage in periodic training and awareness programs which shall include :
 - i. Workplace safety
 - ii. Emergency response
 - iii. Fire safety
 - iv. First aid and occupational health
- KFintech shall encourage a culture where employees understand their roles and responsibilities related to occupational health and safety.

5.5 Continuous Improvement

- KFintech is committed to the continuous improvement of its occupational health and safety performance.
- Workplace safety measures and employee well-being shall be regularly monitored to assess effectiveness and identify opportunities for improvement. Adequate resources shall be allocated to implement this Policy effectively and to reinforce a culture of safety, accountability, and well-being across the organisation.

6. POLICY REVIEW AND COMMUNICATION

This policy shall be communicated to all employees and made available at all relevant workplaces. The policy shall be reviewed annually and whenever there are significant changes in legal requirements, business operations, or organisational structure to ensure its continued suitability and effectiveness.