

CLOSE THE GENDER GAP

DOCUMENTATION OF INDICATOR DEFINITIONS IN THE DASHBOARD



| OVERVIEW | | |
|-----------------------------------|--|--|
| Indicator name | Definition of indicators | Description of indicator |
| Average Female KMP Representation | Average representation of women in key management positions in the overall sample | Total number of women KMP divided by total number of KMP, multiplied by 100 for percentage value |
| Overall Female Representation | Female representation including both employees ¹ and workers ² in the overall sample | Sum of total female employees and workers |
| Gender Breakdown | Representation of overall male and female employees and workers | Sum of total female employees and total female workers divided by the total number of employees and workers Sum of total male employees and total male workers divided by the total number of employees and workers |

¹ Definition of an employee according to SEBI guidelines: The term “Employee” is defined under Sec 2(l) of the Industrial Relations Code, 2020 and means, any person (other than an apprentice engaged under the Apprentices Act, 1961), employed on wages by an establishment to do any skilled, semi-skilled or unskilled, manual, operational, supervisory, managerial, administrative, technical or clerical work for hire or reward, whether the terms of employment be express or implied, and also includes a person declared to be an employee by the appropriate Government, but does not include any member of the Armed Forces of the Union

² Definition of a worker according to SEBI guidelines: TThe term “Worker” is defined under Sec 2(zr) of the Industrial Relations Code, 2020 and means any person (except an apprentice as defined under clause (aa) of section 2 of the Apprentices Act, 1961) employed in any industry to do any manual, unskilled, skilled, technical, operational, clerical or supervisory work for hire or reward, whether the terms of employment be express or implied, and includes working journalists. Workers does not include anyone who is employed in a supervisory capacity drawing wages exceeding eighteen thousand rupees per month or an amount as may be notified by the Central Government from time to time.

| INCLUSION AND DIVERSITY | | |
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| Indicator name | Definition of indicators | Description of indicator |
| Permanent Employees Diversity Ratio | Comparison of the representation of permanent male and female employees ³ | Total number of permanent male employees divided by the total number of permanent employees Total number of permanent female employees divided by the total number of permanent employees |
| Non Permanent Employees Diversity Ratio | Comparison of the representation of non/other than permanent male and female employees ⁴ | Total number of non permanent male employees divided by the total number of non permanent employees Total number of non permanent female employees divided by the total number of non permanent employees |
| Permanent Workers Diversity ratio | Comparison of the representation of permanent male and female workers | Total number of permanent male workers divided by the total number of permanent workers Total number of permanent female workers divided by the total number of permanent workers |
| Non Permanent Workers Diversity Ratio | Comparison of the representation of non/other than permanent male and female workers | Total number of non permanent male workers divided by the total number of non permanent workers Total number of non permanent female workers divided by the total number of non permanent workers |

³ Permanent Employee/worker definition according to SEBI guidelines: The term “permanent employee or “permanent worker” refers to an employee or worker, employed for full-time or part time work, for an indeterminate period.

⁴ Non/Other than Permanent Employee/worker definition according to SEBI guidelines: The term “other than permanent employee” or “other than permanent worker” refers to employees or workers who are employed for a fixed term that ends when a specific time period expires, or on completion of a specific task or an event such as the end of a project or return of a replaced employee. “Other than permanent” employees or workers could be employed directly by the entity or through third party contractors

| RETENTION AND LEADERSHIP | | |
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| Indicator name | Definition of indicators | Description of indicator |
| Return to work rate of male and female employees | Return to work rate ⁵ of employees post a parental leave ⁶ | Average of the reported return to work rate |
| Retention Rate of female employees | Retention Rate ⁷ of female employees post a parental leave | Average of the reported retention rate |
| Women in Board of Directors | Percentage of women in board of directors | Total number of female board of directors divided by the total number of board of directors |
| Women in Key management positions ⁸ | Percentage of women in Key management positions | Total number of female key management personnel divided by the total number of key management personnel |

⁵ Return to Work Rate definition according to SEBI guidelines: The entity shall use the following formulas to calculate return to work rate, for each category of employee (male / female / others): (Total number of employees that did return to work after parental leave in the reporting period * 100) / (Total number of employees due to return to work after taking parental leave in the reporting period) = Return to work rate.

⁶ Parental definition according to SEBI guidelines: Parental leave refers to maternity and paternity leave

⁷ Retention Rate definition according to SEBI guidelines: Retention rate determines who returned to work after parental leave ended and were still employed 12 months later. It shall be calculated using the following formula: (Total number of employees retained 12 months after returning to work following a period of parental leave * 100) / (Total number of employees returning from parental leave in the prior reporting period)

⁸ KMP/Key Management Positions according to SEBI guidelines includes: (i) the Chief Executive Officer or the managing director or the manager; (ii) the company secretary; (iii) the whole-time director; (iv) the Chief Financial Officer; and (v) such other officer as may be prescribed

| BENEFITS AND POLICIES | | |
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| Indicator name | Definition of indicators | Description of indicator |
| Maternity Benefits Reporting by Fiscal Year | Percentage of companies who reported employee access to Maternity Benefits data in each year | Count of the number of companies which have reported Maternity Benefits data divided by the total number of companies |
| Paternity Benefits Reporting by Fiscal Year | Percentage of companies who reported employee access to Paternity Benefits data in each year | Count of the number of companies which have reported Paternity Benefits data divided by the total number of companies |
| Day Care Facility Reporting by Fiscal Year | Percentage of companies who reported employee access to Day Care Facility data in each year | Count of the number of companies which have reported Day Care Facility data divided by the total number of companies |
| Health Insurance Reporting by Fiscal Year | Percentage of companies who reported employee access to Health Insurance data in each year | Count of the number of companies which have reported Health Insurance data divided by the total number of companies |