

# Equal Opportunity Policy for Persons with Disabilities

(In compliance with the Rights of Persons with Disabilities Act, 2016 and the Rights of Persons with Disabilities Rules, 2017)

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## 1. Objective

This **Equal Opportunity Policy** ("Policy") is issued pursuant to Sections **21, 22, and 23** of the *Rights of Persons with Disabilities Act, 2016* ("the Act") read with Rules **8 to 10** of the *Rights of Persons with Disabilities Rules, 2017* ("the Rules").

The objective of this Policy is to:

- Ensure that **Whilter Technologies Private Limited** ("the Company") provides equal opportunity in employment to persons with disabilities without discrimination.
- Facilitate accessibility, reasonable accommodation, and inclusivity in the workplace.
- Comply with statutory obligations regarding identification of suitable posts, maintenance of records, and appointment of a **Liaison Officer** ("LO").

## 2. Scope

This Policy applies to:

- all PwD who are employed in the Company;
- all stages of employment, including recruitment, promotion, training, transfer, and termination; and
- all offices, branches, and operational sites of the Company in India.

## 3. Definitions

For the purposes of this Policy:

- **"Person with Disability" or "PwD"** shall have the meaning assigned under Section 2(s) of the Act.
- **"Reasonable accommodation"** means necessary and appropriate modifications and adjustments, without imposing a disproportionate or undue burden, to ensure PwDs enjoy rights equally with others.

## 4. Equal Opportunity Commitments

The Company shall:

- a. Provide equal opportunity to PwDs in all employment-related matters without discrimination.
- b. Identify and periodically review posts suitable for PwDs in the Company.

- c. Ensure reasonable accommodation in terms of infrastructure, work processes, and communication facilities.
- d. Ensure workplace accessibility, including barrier-free physical access and accessible digital resources.
- e. Protect PwDs from harassment, discrimination, or victimisation at the workplace.
- f. Ensure that recruitment advertisements encourage applications from PwDs and clearly mention the availability of reasonable accommodation.

## 5. Facilities and Amenities

- The Company shall make appropriate arrangements for PwDs to enable them to effectively discharge their duties.
- These arrangements may include assistive devices, accessible workstations, screen reading software, ramps, accessible toilets, and other aids.
- All facilities provided shall be reviewed periodically to ensure continued suitability.

## 6. Recruitment Process

- Posts identified as suitable for PwDs shall be notified internally and on the Company's website.
- PwD candidates shall be given an equal opportunity to compete for employment.
- Reasonable accommodation shall be provided in selection processes, including accessible interview venues, alternative test formats, or additional time where applicable.

## 7. Maintenance of Records

As per Section 23 of the Act and Rule 9 of the Rules, the Company shall maintain records containing the following particulars:

1. Number of PwDs employed.
2. Nature of their disabilities.
3. Facilities provided to them.
4. Other details as may be prescribed under applicable laws, from time to time.

These records shall be maintained confidentially by the HR Department and shall be available for inspection by the relevant Government authorities.

## 8. Grievance Redressal

- The Company shall appoint a LO to handle complaints relating to discrimination, harassment, or non-compliance with this Policy.
- The details of the LO shall be displayed on the Company's website and notice boards.

- Complaints may be made in writing, via email, or in person. The LO shall ensure confidentiality and resolution within **30 days** of receipt.

## LO Details:

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|------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------|
| • <b>Name</b> : Priti Bhimsariya                                                                                 | • <b>Name</b> : Sunil Bansal                                                                                        |
| • <b>Designation</b> : Solution Architect                                                                        | • <b>Designation</b> : Sr. Manager Solution Engineering                                                             |
| • <b>Email</b> : Priti.bhimsariya@whilter.ai                                                                     | • <b>Email</b> : Sunil.Bansal@whilter.ai                                                                            |
| • <b>Phone</b> : 9864453260                                                                                      | • <b>Phone</b> : 9872447319                                                                                         |
| • <b>Office Address</b> : Plot Number B-18,<br>Institutional Sector-32, Gurgaon, Sadar<br>Bazar, Haryana-122001. | • <b>Office Address</b> : 4 <sup>th</sup> Floor, Unit No.42, Sushma<br>Infinium, Zirakpur, SAS Nagar, Punjab-140603 |

## 9. Display of Policy

In compliance with Rule 8 of the Rules, this Policy and the details of the LO shall be:

- Displayed on the Company website.
- Displayed at conspicuous places in all Company establishments.


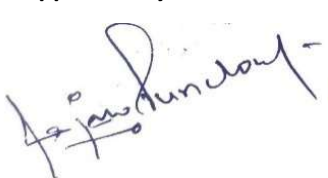
## 10. Review of Policy

- This Policy shall be reviewed at least once every **three years**, or earlier if there is an amendment to the law or change in the Company's operational structure.
- The Head – Human Resources, in consultation with the Legal Department, shall be responsible for the review of this Policy.

## 11. Effective Date

This Policy shall come into effect on **1<sup>st</sup> April 2025** and shall remain in force until amended or rescinded by the Company.

### Approved By:



**Mr. Rajan Punchouty**  
CEO & Founder  
Whilter Technologies Private Limited

**Date:** 01-04-2025.

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### WHILTER TECHNOLOGIES PRIVATE LIMITED

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