

## WOMEN'S WELFARE, RIGHTS, AND MANDATES POLICY

### 1. Statutory Rights (Government Mandated)

- Maternity Benefit Act, 1961:
  - \* 26 weeks of paid maternity leave for up to 2 children.
  - \* 12 weeks for more than 2 children or adopting a child < 3 months.
  - \* Work From Home: Available after maternity leave period if job nature permits (mutual agreement).
  - \* Nursing Breaks: 2 breaks/day until child is 15 months old.
- Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH):
  - \* Strictly enforced Zero Tolerance.
  - \* Internal Complaints Committee (ICC) details: [icc@company.com](mailto:icc@company.com).
  - \* Anonymity and protection from retaliation guaranteed.
- Equal Remuneration Act, 1976:
  - \* No discrimination in pay based on gender for same work.
- Factories Act, 1948:
  - \* Transport: Mandatory cab with security escort for women working between 8 PM and 6 AM.
  - \* Creche: Mandatory facility near workplace.

### 2. Company Specific Benefits

- Menstrual Leave: 1 day paid leave/month (Optional/Trust-based).
- Sabbatical: Unpaid career break option for 1 year for childcare/eldercare.
- Mentorship: 'Women in Tech' leadership program.