

Valtech India

Fertility Policy

Valtech India Systems Private Limited

Valtech Confidential

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Revision History

Revision #	Date	Comment
V1.0	27 th Nov, 2024	First baselined version of policy document

1. Introduction

At Valtech India, we aim to support colleagues undergoing fertility treatments and recognize the physical and emotional impact involved. This policy outlines the process for leave, insurance, and available resources.

2. Scope

This policy applies to all employees and their partners undergoing IVF or other fertility treatments.

Investigation Phase: During this phase, absences related to fertility investigations can be taken as either sick leave or earned leave will be treated as leave for medical appointments.

Fertility Treatment Phase: Employees can take leave for their treatments or to support their partner. This includes medications, surgical procedures, and assisted conception methods like IVF and IUI.

In case of unsuccessful IVF Transfer to allow for physical and emotional recovery and in need of leave during this period, an employee is entitled to 3 days of compassionate leave.

3. Sensitivity & Confidentiality

We are committed to fostering a respectful environment. Discussions regarding fertility matters should remain confidential between the individuals it is discussed, and any discrimination or harassment will not be tolerated.

4. Time Off

Employees may work from home for medical treatment related to fertility, and we recommend notifying your manager as soon as possible when planning to do so. Please refer to our Leave Policy for specific applicable leaves.

Additionally,

- For financial assistance please refer to salary advance policy
- For medical insurance related information, please refer to our GMI policy

5. Embryo Transfer

If you undergo an embryo transfer, you are protected against unfair dismissal related to potential pregnancy. You may choose to inform your manager for additional support. Following an unsuccessful transfer, to allow for physical and emotional recovery and in need of leave during this period, please refer to our 'Leave Policy' for further applicable leave details.

6.Guidelines

Managers:

Managers need to offer flexibility and support to employees sharing their fertility journey.

Employee Responsibility:

- Take responsibility to look after their health.
- Be open and honest when discussing IVF or other fertility treatments with respective stakeholders
- If an employee is unable to speak to their reporting manager or feel they are not supported, they can speak to anybody in P&C.

Please share all the relevant medical documents to utilize related benefits from the company with P&C.

Employee Assistance Program (EAP)

Recognizing the emotional stress of fertility treatments, we offer Employee Assistance Program (EAP) services for confidential counselling and support for employees and their families.

To access Resilience Works services, register on their platform using your email id at <https://resilienceworks.in/goodreads/viewall/>

Policy Review:

This policy will continue to be in force until and unless superseded by a revised policy. The Company reserves the right to amend or modify the entire policy or any part of it at any time.

Reach out to your respective P&C BP at any time for any support.

Glossary of terms

- References about Fertility:
 - Forbes: [What Is Fertility? A Beginner's Guide – Forbes Health](#)
 - Britannica: [Fertility | ovulation, hormones & infertility | Britannica](#)
- References about Infertility:
 - World Health Organization: [Infertility](#)
 - Mayo Clinic: [Infertility - Symptoms and causes - Mayo Clinic](#)
- References about the different Treatment modalities of Infertility:
 - WebMD: [In Vitro Fertilization\(IVF\) for Infertility: Procedure, Risks, and Success Rate](#)
 - Forbes: [Fertility Treatments: Types, Side Effects And More – Forbes Health](#)

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