Vedanta Executive

Parenthood & Childcare Policy

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Parenthood & Childcare Policy

With the objective to promote Diversity, Equity, Inclusion & Belongingness, while organizations extend support to our employees as they transition into the phase of motherhood, Vedanta goes beyond the statute introducing a new childcare & parenthood policy. The policy reaffirms our organization's integral value of Care and premises on the below fundamentals:

- Motherhood is not a break from service but a new phase which helps women evolve and acquire many new life skills.
- Childcare is not exclusive to women. The policy also emphasizes creating equitable workplaces and supporting all employees regardless of gender or sexual orientation during parenthood.

1. **Primary Caregiver Benefits**

   All female executives who have completed a minimum continuous service of 80 days with the Company, are entitled to avail Primary Caregiver Benefits, subject to certification by Company Doctor/ Registered Medical Practitioner.

   i. **Maternity Leaves (ML): 26 Weeks**

   - For first two pregnancies, eligibility shall be 26 weeks **maternity leaves** of which not more than 8 weeks precede the expected date of delivery.
   - From third pregnancy onwards, eligibility shall be 12 weeks **maternity leaves** of which not more than 6 weeks precede the expected date of delivery.
   - In case of any conflict in entitlement or rules, the provisions of the Maternity Benefit Act 1961 shall prevail.
   - Entitlement shall be inclusive of all intervening weekly offs and holidays.
   - ML must be applied at least 30 days in advance and can't be accumulated or encashed.

   ii. **Flexibility: Till the Child attains 2 Yrs of Age**

   - Option to avail **Sabbatical Leave** (without Pay) once during service period for a maximum period of 1 year at a stretch.
   - Option to avail **Work from Home / Flexi-working hours** (at office, subject to min. 6 hrs. duty) starting 4 weeks prior to expected delivery date without compromising on business delivery or performance.

   iii. **Maternity Setback Leave / Miscarriage Leave (MSL): 6 Weeks**

   - 6 weeks leave following date of maternity setback.
   - System administrator shall procedurally close maternity leave and initiate maternity setback leave.
   - Entitlement shall be inclusive of all intervening weekly offs and holidays.
   - MSL can't be accumulated or encashed.

2. **Secondary Caregiver Benefits**

Applicable to all executives on becoming Father.

 i. **Paternity Leave (PTL): 1 Week**

- o 1 week **Paternity Leave** which can be availed upto 2 times during service period.
- o Shall be utilized 15 days preceding and upto 15 days after delivery of the child.
- o Entitlement shall be inclusive of all intervening weekly offs and holidays.
- o Related documents shall be submitted to avail the leaves.
- o PTL can't be accumulated or encashed and will lapse if not availed within the stipulated time.

3. **Adoption / Commissioning Benefits**

- o Applicable to any employee including Single Parent / LGBTQIA+ legally commissioning / adopting child and can be availed upto 2 times during service period.
- o Each time beneficiary employees have to declare the status as Primary / Secondary Caregiver.
- o Entitlement shall be inclusive of all intervening weekly offs and holidays.
- o This can't be accumulated or encashed and will lapse if not availed within the stipulated time.

 i. **Commissioning / Adopting upto one year of age Child**

- o **Primary Caregiver Benefits** (applicable to Women / Single Parent including LGBTQIA+) **–** 12 weeks leave which shall be availed 30 days preceding and upto 90 days after date of commissioning / adoption.

 ii. **Commissioning / Adopting above one year of age Child**

- o 1 week leave which shall be availed between 15 days preceding and upto 15 days after date of commissioning / adoption.

Career Assurance

- Rating protection in case of maternity leaves.
- Performance assessment & increments regardless of maternity leaves (Review on a case-to-case basis in consultation with HOD and Managers).

Medical Assistance

- Insurance coverage upto 75k covering hospitalization expenses during delivery.
- Medical expenses 30 days pre and 60 days post delivery.
- IVF expenditure upto 2 lakhs (2 attempts).

Work from Home (No Questions Asked)

- 1 day each month for women employees.

Infrastructure

- In addition to Creche facilities, wherever feasible, offices to be renovated to make them child friendly.

Governance & Control

- There is no restriction on leave combinations and these leaves can be combined with any other leaves (PL/CL/SL/OH etc.) without any spell limit.
- Any employee while on leave will not take up any employment or any vocation for profit / gain elsewhere. If he/she does so, his/her services are liable to be terminated.
- The Company reserves the right to interpret/add/modify/withdraw this policy at any point in time without assigning any reason or notice thereof. This policy will replace all other previous notifications, schemes, policies communicated to Executive employees on this topic. The Company's interpretation of the policy and its applicability will prevail at all times.
- Any deviation and exception to this Policy will be at the Management discretion and CHRO will be the approving authority for the same.

This policy will be effective from 15th January 2024 and shall be reviewed on or before 14th January 2027.

Madhu Srivastava
Chief Human Resources Officer