

HCL TECHNOLOGIES LTD.

Corporate Identity Number: L74140DL1991PLC046369

Technology Hub, Special Economic Zone

Plot No : 3A, Sector 126, NOIDA 201 304, UP, India.

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Registered Office: 806 Siddharth, 96, Nehru Place, New Delhi-110019, India.

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www.hcl.com

September 5, 2022

The General Manager
BSE Limited
Corporate Relationship Department
Phiroze Jeejeebhoy Towers
Dalal Street
Mumbai- 400 001

The Manager
National Stock Exchange of India Limited
Listing Department
Exchange Plaza
5th Floor, Plot No. C-1, Block-G
Bandra-Kurla Complex, Bandra(E)
Mumbai-400 051

BSE Scrip Code: 532281

NSE Scrip Code: HCLTECH

Sub.: Filing of Business Responsibility and Sustainability Report for the financial year 2021-22

Dear Sir/ Madam,

With reference to the captioned subject, enclosed please find herewith a copy of the Business Responsibility and Sustainability Report for the financial year 2021-22.

The said report forms part of the Annual Report for the financial year 2021-22 filed with you.

This is for your information and records.

Thanking you,

Yours faithfully,
For **HCL Technologies Limited**



Manish Anand
Company Secretary

Encl:a/a

BUSINESS RESPONSIBILITY & SUSTAINABILITY REPORT

Statement from the Chair of the ESG & Diversity Equity Inclusion Committee (“ESG and DEI Committee”)

Dear Stakeholders,

Our maiden Business Responsibility and Sustainability Report for FY'22 (“BRSR”) is enclosed as part of the Annual Report. We engaged Ernst & Young Associates LLP (“EY”), a third party to perform an independent assurance on the BRSR. The Independent Assurance Statement by EY is also enclosed as part of the Annual Report.

HCL Technologies is built on the values of innovation, entrepreneurship, humanity and a people-centric culture. Aligned to this culture, this year, the Board of Directors decided to have a specific focus on Environmental, Social and Governance (ESG) aspects. Accordingly, the role of the Diversity Committee was widened to overview the ESG related matters. In view of the enhanced role, the name of the Diversity Committee (constituted in the Year 2016) was changed to ESG & Diversity Equity Inclusion Committee (“ESG & DEI Committee”).

Our philosophy has always been about incorporating the right practices to ensure a sustainable present and future. We have taken a holistic approach to Sustainability – we are working to hold ourselves to high standards and we are helping our clients and partners achieve their goals. Our ESG strategy is grounded in three pillars:

ACT – We understand that impact starts with us. We will act in a responsible manner and ensure we use every resource efficiently to garner the maximum value.

FACT – Our relationships go beyond a formal contract with our stakeholders. Our pact with our stakeholders is to provide the maximum value in the most sustainable manner.

IMPACT – We focus on creating sustainable impact through all our initiatives and activities.

Drawing from this philosophy, we have revisited our material ESG topics. Engaging with our stakeholders and using a risk and responsibility lens, we were able to prioritize 12 material ESG topics which you can find listed inside this report. To monitor the progress the Company is making across these material topics, we have also finalized the metrics that will be monitored and tracked. We also see the demand for technology and digitalization in the journey to a sustainable future and in this direction, we are creating solutions along with our partners and clients.

The Board of Directors has approved a set of short-medium and long-term goals and targets on ESG, which are included in this report. We are pleased to confirm that our climate change targets are validated by the Science Based Targets Initiative (SBTi) to be aligned with the 1.5°C pathway.

As global citizens, we have a collective responsibility to the natural ecosystem and society we live in. Creating and sustaining harmony is important for any organization’s growth and encompasses dimensions other than simply generating revenues. The ESG ratings bestowed on us are a validation of our efforts and helps us both benchmark and course correct. During the year, we have received several accolades and recognitions which we consider as encouragement to continue our efforts to create more impact.

We look forward to receiving your feedback.

Robin Abrams
Chairperson – ESG & DEI Committee

SECTION A: GENERAL DISCLOSURES

I. Details of the listed entity

| | | |
|----|---|---|
| 1 | Corporate Identity Number (CIN) of the Listed Entity | L74140DL1991PLC046369 |
| 2 | Name of the Listed Entity | HCL Technologies Limited |
| 3 | Year of incorporation | 1991 |
| 4 | Registered office address | 806, Siddharth, 96, Nehru Place, New Delhi - 110019, India |
| 5 | Corporate address | HCL Technology Hub, SEZ, Plot No. 3A, Sector 126, Noida - 201304, U.P., India |
| 6 | E-mail | investors@hcl.com |
| 7 | Telephone | 0120-430 6000 |
| 8 | Website | www.hcltech.com |
| 9 | Financial year for which reporting is being done | April 1, 2021 to March 31, 2022 |
| 10 | Name of the Stock Exchange(s) where shares are listed | National Stock Exchange of India Ltd ("NSE") and BSE Ltd. ("BSE") |
| 11 | Paid-up Capital | The paid-up equity share capital of HCL Technologies Limited as on March 31, 2022 is ₹ 5,42,73,30,192/- comprising of 2,71,36,65,096 equity shares of face value of ₹ 2/- each. |
| 12 | Name and contact details (telephone, email address) of the person who may be contacted in case of any queries on the BRSR report | Mr. Santhosh Jayaram, Global Head- Sustainability; santhosh.jayaram@hcl.com |
| 13 | Reporting boundary | The reporting scope and boundary for HCL's indicators, unless otherwise stated, covers the operations of HCL across all locations. As an IT Company, HCL's supply chain is limited to procurement of goods and services for the organization's own operation. |

II. Products / services

14. Details of Business Activities

Table - 1 Details of Business Activities

| S. No. | Description of main activity | Description of business activity | % of turnover of the entity |
|--------|-------------------------------|---|-----------------------------|
| 1 | Information and Communication | Computer programming, consultancy, and related activities | 100% |

15. Products / Services sold by the entity

Table - 2 Products / Services Sold by the Entity

| S. No. | Product / Service | NIC Code | % of total turnover contributed |
|--------|--|----------|---------------------------------|
| 1 | IT & Business Services ("ITBS") - ITBS enables global enterprises to transform their business via Digital Foundation, a modernized infrastructure stack built around hybrid cloud, software-defined networks, the digital workplace, and other elements; Digital Business, a combination of application services and consulting capabilities; Digital Operations, a three-pronged setup for modernized and efficient operations at enterprise level. | - | 72.1% |
| 2 | Engineering and R&D Services ("ERS") - Engineering services and solutions in all aspects of product development and platform engineering. | - | 15.8% |
| 3 | Products & Platforms ("P&P") - Provision of modernized software products to global clients for their technological and industry-specific requirements. | - | 12.1% |

III. Operations

16. Number of locations where plants and / or operations / offices of the entity are situated

Table - 3 Plants and Offices Details

| Location | Number of plants | Number of offices | Total |
|---------------|------------------|-------------------|-------|
| National | NA | 45 | 45 |
| International | NA | 207 | 207 |

17. Markets served by the entity

a. Number of locations

Americas, Europe, Middle East & Africa (EMEA) and Asia Pacific (APAC)

Table - 4 No. of Locations

| Locations | Number |
|----------------------------------|--------|
| National (No. of States) | 9 |
| International (No. of Countries) | 53 |

b. What is the contribution of exports as a percentage of the total turnover of the entity?

The geography wise revenue is as follows:

| | Unit | Year ended March 31, 2022 | Year ended March 31, 2021 |
|-------------------|----------------|------------------------------|------------------------------|
| America | ₹ Crore | 48,205 | 42,468 |
| Europe | ₹ Crore | 22,972 | 20,884 |
| India | ₹ Crore | 3,104 | 2,297 |
| Rest of the world | ₹ Crore | 11,370 | 9,730 |
| Total | ₹ Crore | 85,651 | 75,379 |

c. A brief on types of customers

HCL has presence across varied sectors that include financial services, life sciences and healthcare, public services, consumer services and manufacturing with geo presence across America, Europe and APAC / MEA. HCL Technologies is a next-generation global technology Company that helps enterprises reimagine their businesses for the digital age.

Financial Services Industry

HCL has customer presence in **banking, capital markets and insurance sectors**. HCL is helping traditional players providing core banking solution to reposition themselves as technology platform firms with a banking license. Within capital markets, the Company aims to deliver disruptive competitive advantage to investment banks, broker-dealers, wealth managers, asset managers and financial market infrastructure providers ("FMI") through extensive automation, partnerships with industry-leading solution providers, futuristic technologies, and innovative engagement models with the following best-in-class features.

Life Sciences and Healthcare

For the last 10 years, we have been a 'partner of choice' for leading **life sciences & healthcare companies**. Our clients include 10 of the top 20 pharmaceutical companies and 7 leading medical devices firms.

Public Services

Within public services, we have customer presence in sectors such as **energy utilities, mining and natural resources, oil and gas, travel, transport, logistics and hospitality sectors**.

Consumer Services

Within consumer services, we have customer presence in sectors such as **retail, consumer goods, media and entertainment and telecom sectors**. In the last 10 years, we have collaborated with four top-tier publishing companies, two gaming solution giants, three global music conglomerates and two leading casinos. Currently, we are ranked as a leader among publishing IT service providers in India.

Manufacturing

Within manufacturing, we have customer presence in sectors such as **aerospace and defense, automotive, chemical and process, industries, Hi-Tech and industrial manufacturing**.

IV. Employees

18. Details as at the end of financial year

a. Employees and workers (including differently abled):

Table - 5 Employees & Worker Details (including differently abled)

| S. No | Particulars | Total (A) | Male | | Female | | Others | |
|------------------|--------------------------------|----------------|----------------|---------------|---------------|---------------|------------|--------------|
| | | | No. (B) | % (B/A) | No. C | % (C/A) | No. (F) | % (F/A) |
| EMPLOYEES | | | | | | | | |
| 1 | Permanent (D) | 208,877 | 150,281 | 71.95% | 58,525 | 28.02% | 71 | 0.03% |
| 2 | Other than Permanent (E) | 15,957 | 11,539 | 72.31% | 4,255 | 26.67% | 163 | 1.02% |
| 3 | Total employees (D + E) | 224,834 | 161,820 | 71.97% | 62,780 | 27.92% | 234 | 0.11% |

b. Differently abled Employees and workers:

Table - 6 Differently abled Employees and workers

| S. No | Particulars | Total (A) | Male | | Female | | Others | |
|------------------------------------|--------------------------------|------------|------------|--------------|-----------|---------------|----------|-------------|
| | | | No. (B) | % (B/A) | No. (C) | % (C/A) | No. (C) | % (C/A) |
| DIFFERENTLY ABLED EMPLOYEES | | | | | | | | |
| 1 | Permanent (D) | 436 | 344 | 78.9% | 89 | 20.41% | 3 | 0.6% |
| 2 | Other than Permanent (E) | | | | NA | | | |
| 3 | Total employees (D + E) | 436 | 344 | 78.9% | 89 | 20.41% | 3 | 0.6% |

19. Participation / Inclusion / Representation of women

Table - 7 Participation / Inclusion / Representation of Women

| Particulars | Total (A) | No. and percentage of Females | |
|--------------------------|-----------|-------------------------------|-----------|
| | | No. (B) | % (B / A) |
| Board of Directors | 13 | 4 | 30.76% |
| Key Management Personnel | 3 | 0 | 0.00% |

20. Turnover rate for permanent employees and workers

Table – 8 Turnover Rate for Permanent Employees and Workers

| Category | FY 2021-22 | | | FY 2020-21 | | | FY 2019-20 | | |
|-----------|------------|--------|--------|------------|--------|-------|------------|--------|--------|
| | Male | Female | Total | Male | Female | Total | Male | Female | Total |
| Permanent | 21.87% | 22.05% | 21.92% | 9.81% | 10.16% | 9.90% | 15.79% | 17.11% | 16.27% |

Note: This data is Voluntary Attrition % (LTM – IT Services)

V. Holding, Subsidiary and Associate Companies (including joint ventures)

21. (a) Names of holding / subsidiary / associate companies / joint ventures

Details of Holding, Subsidiary and Associate Companies (including joint ventures) are provided in Director's Report (Page 94), which forms part of this Annual Report.

All the entities indicated participate in the Business Responsibility initiatives of the listed entity.

VI. CSR Details

22. (i) Whether CSR is applicable as per Section 135 of Companies Act, 2013: Yes

(ii) Turnover (in ₹): 85,651 Crores

(iii) Net worth (in ₹): 62,006 Crores

VII. Transparency and Disclosures Compliances

23. Complaints / Grievances on any of the principles (Principles 1 to 9) under the National Guidelines on Responsible Business Conduct:

Table – 10 Complaints / Grievances under the National Guidelines on Responsible Business Conduct

| Stakeholder group from whom complaint is received | Grievance Redressal Mechanisms in place (Yes/ No) (If yes, then provide web-link for grievance redress policy) | FY 2021-22 | | | FY 2020-21 | | |
|---|--|--|--|---------|--|--|---------|
| | | Number of complaints filed during the year | Number of complaints pending resolution at close of the year | Remarks | Number of complaints filed during the year | Number of complaints pending resolution at close of the year | Remarks |
| Communities | Yes https://www.hcltech.com/investors/governance-policies | - | - | - | - | - | - |
| Investors other than Shareholders | Yes https://www.hcltech.com/investors/faqs | - | - | - | - | - | - |
| Shareholders | Yes https://www.hcltech.com/investors/faqs | 16 | - | - | 26 | - | - |
| Employees and workers | Yes https://www.hcltech.com/investors/governance-policies | 40 | 14 | - | 28 | 6 | - |
| Customers | Yes https://www.hcltech.com/investors/governance-policies | - | - | - | - | - | - |
| Value Chain Partners | Yes https://www.hcltech.com/investors/governance-policies | - | - | - | 2 | - | - |
| Other -anonymous complaints | Yes https://www.hcltech.com/investors/governance-policies | 45 | 14 | - | 29 | 10 | - |

24. Overview of the entity's material responsible business conduct issues

Please indicate material responsible business conduct and sustainability issues pertaining to environmental and social matters that present a risk or an opportunity to your business, rationale for identifying the same, approach to adapt or mitigate the risk along with its financial implications, as per the following format:

Table - 11 Material Issues, Risks and Opportunities

| S. No. | Material issue identified | Indicate whether risk or opportunity (R/O) | Rationale for identifying the risk/opportunity | In case of risk, approach to adapt or mitigate | Financial implications of the risk or opportunity (Indicate positive or negative implications) |
|--------|---------------------------|--|--|--|--|
| 1 | Climate change | Risk and Opportunity | Climate change poses both a physical and a policy risk to HCL's business operations. There is a growing requirement from clients, partners and investors to disclose, commit and work towards reduced emissions. The potential carbon taxes in future either directly or in-directly is also considered by HCL as a risk. However, there is clear opportunity for HCL through climate action. Although the initial investment required to transition to a low carbon economy may pose a risk, that is quickly negated as the transition guarantees a conventional return on investment in many geographies. The biggest opportunity for HCL is through its suit of IT services that can help clients reduce their carbon footprint. HCL treats opportunity lost also as risk. | As a part of our Net-Zero strategy, HCL is committed to limit greenhouse gas emissions aligned to the 1.5°C pathway by 2030 and to achieve net-zero by 2040. A clear road map is planned towards this commitment. HCL is also investing and developing services that help the clients and partners meet their commitments on climate change. HCL has also identified projects to work with communities to move towards a climate resilient future. | The financial implication of this risk and opportunity can be classified as increased operation cost due to climate change and lost opportunity cost from a business environment. This is detailed in the TCFD disclosures in the Sustainability report. |
| 2 | Eco - efficiency | Risk and Opportunity | Eco-efficiency is an opportunity for HCL to improve process efficiency while minimizing environmental damage. HCL has undertaken various energy efficiency initiatives to reduce the energy consumption, water consumption and waste minimization. Water and waste can also be linked to social licence to operate in the communities we operate our campus. | HCL has a defined monitoring and governance system covering all eco-efficiency parameters. These are reviewed and budgets are allocated for improving performance. | The financial opportunity is the cost saved for operations. The financial risk is any disruption to operations. |
| 3 | Human capital | Risk and Opportunity | We at HCL define Human Capital as skills, knowledge, and experience possessed by an employee or a team, that can be value to the organization. Being in the technology fore-front will require constant up-skilling and re-skilling of our employees to ensure we deliver top services to our clients. As the digital technology space is expanding there is a war for talent and improving the human capital of the existing employees will be critical for both the organization and the employee. | HCL has a clear institutional mechanism to map the future skill set requirements and has programs for up-skilling and re-skilling employees. There are measurements used to gauge the performance of the initiative and it is reviewed periodically. | The financial implication is risk related to quality of deliverables and loss of opportunity. |
| 4 | Local hiring | Opportunity | Hiring of local talent is not just the right thing to do, but an effective strategy too. It improves talent retention and also signals to the community that you are invested into. It is not easy as it requires investments to develop a talent pool available over a period of time. | As a strategy HCL has expanded its offices to Tier-2 cities and providing a hybrid workspace to further enable people prospects. Across the globe, in the countries we operate, we are investing in creating the local talent availability. | Financially, the opportunity can be seen as a resultant of improved talent retention and better relations with community and clients. |

| | | | | | |
|---|---------------------------------------|----------------------|--|---|--|
| 5 | Diversity, Equity and Inclusion (DEI) | Risk and Opportunity | <p>The risk is that we may not be attractive for talented individuals if we do not have strong policies around DEI.</p> <p>To be on top of our innovation culture, we need diversity of thought, ideas and perspectives. There is enough evidence to showcase that DEI creates stronger bonds among individuals and hence stronger organization. Focus on DEI helps create better trust with employees which helps them in turn to perform better.</p> | <p>HCL has clear policies, processes and governance structure to oversee the performance in this aspect. There is a separate committee of the board set up to have a strategic focus. Goals and targets are drawn and it is integrated to the performance evaluation of leaders.</p> <p>There is also a separate office which works on various initiatives to further our commitment.</p> | <p>The opportunity can be evaluated in terms of the outcomes of a more diverse and inclusive workplace. It can be in terms of productivity, innovation of retention of talent.</p> |
| 6 | Talent attraction and retention | Risk and Opportunity | <p>Meeting the increasing demand for new talent poses a significant risk and a unique opportunity. The increasing shifts globally towards the adoption of digital solutions have further increased the skilled labour imbalance. However, changes in the way the workplace is being viewed coupled with a reduction in the number of working days for employees globally affords. HCL an opportunity to align its work culture with global trends. This enhances employee loyalty while also increasing their efficiency.</p> | <p>HCL'S strategy is to focus on building the workplace of tomorrow; one which promotes equality, a collaborative and transparent culture, and deploys a robust training strategy designed to meet the development needs of employees at all levels. Additionally, the Company aims to provide employees with progressive career paths through internal opportunities.</p> | <p>The financial implications is lost opportunity to grow and lost opportunity due to lack of talent.</p> |
| 7 | Work environment | Risk and Opportunity | <p>An emotionally and physically fit employee means a lot for the organization success.</p> <p>HCL identified work environment as a material topic considering both the emotional and physical aspects of our employees.</p> <p>The physical work environment of good working space, wellness spaces, creches, gyms, etc. is an integral part of offices.</p> <p>It is also important to create an environment that is safe and the employees have the confidence, trust and safety to report on any kind of discrimination or harassment at work place.</p> | <p>We ensure that the offices are designed and planned to ensure the comfort of our employees.</p> <p>We have clear policies and processes to prevent any discrimination and harassment in our workplaces. These are communicated regularly and the employees are encouraged to report on any incidences.</p> <p>There are institutions inside HCL which keep tracking and ensure we take preventive steps. Independent investigation of incidents is also ensured.</p> | <p>The comfort and trust of the employee in a good work environment result in dedicated employees. Hence the financial impact is a resultant of a healthy and safe employee performing to their potential.</p> <p>An incident can also result in reputation loss of the organization and this can result in potential loss of opportunities.</p> |
| 8 | Citizenship | Opportunity | <p>Corporate citizenship is not just an opportunity for HCL but rather it is the backbone of the organization. HCL was awarded the 'ET Corporate Citizen of the Year 2021'. The Company leverages its resources to deliver sustainable solutions for society and the environment.</p> | <p>The focus on the topic can be seen in the functioning of HCL foundation and the various employee councils around the world.</p> <p>Apart from the impact to the beneficiaries, the focus also makes HCL a credible name to the community can associate with.</p> | <p>Outcomes resulting from improved trust and credibility in the community can be a potential financial implication for HCL.</p> |

| | | | | | |
|----|--|----------------------|---|--|--|
| | | | HCL Foundation collaborates and partners with over 35,000 organizations worldwide to implement long term projects under Disaster Risk Reduction & Response, Skills Development and Livelihood, Early Child Care Development, Education, WASH, and the Environment. The last 10 years have been spent in ideating & perfecting these CSR interventions. The next decade will see its fruition. | | |
| 9 | Sustainable impact on clients | Opportunity | As a leader in IT services, HCL is uniquely positioned to assist its clients to innovate through advanced technology and digitalization while being responsible and respectful in its usage. HCL already works with clients on several sustainable solutions. | HCL believes that any opportunity not capitalized is a risk. Aligned to this, at HCL, there is a dedicated team which works with various sector heads to identify opportunities related to sustainability and create the appropriate solution for our clients. | The direct financial implication will be quantum of new projects with clients. Indirectly, the impact can be the benefits of environmental and social capital. |
| 10 | IT security, data protection and system availability | Risk and Opportunity | <p>Security and Privacy – Remote working coupled with an expansion of the Company's operations increases the risk of data breaches and non-compliance with data privacy, protection, and regulations. Clients also will be looking for enhanced privacy and security, something that HCL can provide given their SME as well as their solution-oriented business model.</p> <p>Business Continuity – The complex and expanding network of services offered and expansion of operations results in a concurrent increase of entropic failure, which would be a collapse of availability or continuity of operations.</p> <p>System Availability – This has direct correlation with our productivity and impact on services offered to our clients.</p> | <p>HCL ensures a globally interconnected oversight framework involving governance, policies, procedures, training and awareness programs, global privacy impact assessments, privacy by design, data mapping, third-party contractual oversight, incident management, and a mechanism for monitoring regulatory compliance for every geography. HCL's Crisis & Resilience ("CR") program showcases its focus on integrating resilience as an intrinsic part of its business operating model and seeks to embed resilience by design across the dimensions of work, workforce, workplace, business operations, technology, supply chain, and leadership.</p> <p>Our Information and Cybersecurity program ensures a strong security posture for HCL and its clients. Our security posture has been validated by independent, industry-recognized certifications and attestation standards, including quarterly oversight by the Board. We also have cyber insurance that covers different types of breaches and cyber events.</p> | Any incident has a direct impact on that specific project with the client. It also leads to regulatory implications and resulting reputational challenges. All of which resulting in financial implications. |

| | | | | | |
|----|-------------------------|----------------------|---|--|---|
| 11 | Sustainable procurement | Risk and Opportunity | <p>Sustainable procurement helps HCL understand and evaluate its ESG footprint across its value chain. Through sustainable procurement, HCL capitalizes on value creating opportunities like: Responsible sourcing, collaboration with upstream and downstream partners and improving supply chain governance.</p> <p>Sustainable supply chain also help de-risk the impact from supply chain because some of the ESG risks can create business continuity issues.</p> | <p>HCL is integrating sustainability into its procurement process. The procurement policy is already integrated with sustainability requirements. HCL also has incorporated an ESG Due-Diligence Process for onboarding new vendors.</p> | <p>The financial implications can be a resultant of any business continuity issues of ESG non compliance in the supply chain or reputation challenges resulting in such scenario.</p> |
| 12 | Governance and ethics | Risk and Opportunity | <p>Governance and Ethics are the bed rocks of HCL culture. In HCL we structure our governance in a manner to permeate ethical conduct throughout the organization. It is very clear that no organization can navigate sustainably on a long term with our a strong governance and ethical culture.</p> <p>The regulation around governance is also getting stricter with more requirements around accountability, transparency and fairness and it is important for HCL to be not just meeting the regulation but be prepared for future requirements also.</p> | <p>HCL has stipulated policies, processes and systems to ensure ethical conduct and a strong governance. The Code of Business Ethics and Conduct (COBEC) is our principal document that outlines the way HCL and employees should be conducting business.</p> <p>The whistle blowing policy and various other reporting channels helps in identification of any challenges and correcting the same. Through the Audit Committee, the board also reviews this periodically.</p> | <p>Any non-compliance to corporate governance regulations can result in actions against the company which can result in financial implications and loss of reputation.</p> <p>There is also risk resulting from any incidents which may not be regulatory, but still questioning the ethical conduct of business and these can result into reputation damage.</p> |

SECTION B: MANAGEMENT AND PROCESS DISCLOSURES

This section is aimed at helping businesses demonstrate the structures, policies and processes put in place towards adopting the National Guidelines on Responsible Business Conduct (“NGRBC”) Principles and Core Elements.

Table - 1 Policy and Management Process

| Disclosure Questions | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 |
|---|--|-----|-----|-----|-----|-----|-----|-----|-----|
| Policy and management processes | | | | | | | | | |
| 1. a. Whether your entity’s policy / policies cover each principle and its core elements of the NGRBCs. (Yes / No) | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes |
| b. Has the policy been approved by the Board? | <p>Yes</p> <p>The Policies are approved in accordance with the authorities delegated by the Board.</p> | | | | | | | | |

| | | | | | | | | | |
|---|---|---|-----|-----|-----|-----|-----|-----|---|
| c. Weblink of the policies | P1 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf https://www.hcltech.com/sites/default/files/anti-bribery_anti-corruption_note_from_our_ceo.pdf https://www.hcltech.com/sites/default/files/dividend_distribution_policy.pdf http://www.hcltech.com/sites/default/files/hcl_group_tax_strategy_03122019.pdf https://www.hcltech.com/sites/default/files/composition_of_various_committees_of_board_of_directors2k1.pdf | | | | | | | |
| | P2 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf | | | | | | | |
| | P3 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf https://www.hcltech.com/sites/default/files/documents/sustainability/ohs-policy-2021.pdf https://www.hcltech.com/sites/default/files/documents/Whistleblower-Policy-Global.pdf | | | | | | | |
| | P4 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf https://www.hcltech.com/sites/default/files/documents/Whistleblower-Policy-Global.pdf https://www.hcltech.com/sites/default/files/related_party_policy_april_01_2019.pdf https://www.hcltech.com/sites/default/files/fair_disclosure_code-hcl_technologies_amended_march_16_2020.pdf https://www.hcltech.com/sites/default/files/documents/inline-migration/dividend_distribution_policy.pdf | | | | | | | |
| | P5 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf | | | | | | | |
| | P6 | https://www.hcltech.com/sites/default/files/hcl_technologies_csr_policy2k1.pdf https://www.hcltech.com/sites/default/files/documents/sustainability/enms-policy-2021.pdf https://www.hcltech.com/sites/default/files/documents/sustainability/ems-policy-2021.pdf | | | | | | | |
| | P7 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf | | | | | | | |
| | P8 | https://www.hcltech.com/sites/default/files/remuneration_policy.pdf | | | | | | | |
| | P9 | https://www.hcltech.com/sites/default/files/code_of_business_ethics_and_conduct-global.pdf | | | | | | | |
| 2. Whether the entity has translated the policy into procedures (Yes / No) | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | - |
| 3. Do the enlisted policies extend to your value chain partners? (Yes / No) | Yes | Yes | Yes | Yes | Yes | Yes | Yes | Yes | - |
| 4. Name of the national and international codes / certifications / labels / standards (e.g. Forest Stewardship Council, Fairtrade, Rainforest Alliance, Trustea) standards (e.g. SA 8000, OHSAS, ISO, BIS) adopted by your entity and mapped to each principle | <ul style="list-style-type: none"> • ISO 37001:2022 • ISO 45001:2018 • ISO 14001:2015 • ISO 50001:2018 • ISO 9001:2015 | | | | | | | | |
| 5. Specific commitments, goals, and targets set by the entity with defined timelines, if any | <p>Principle 1:</p> <ul style="list-style-type: none"> • Integrating ESG to Risk management process and internal audit process. <p>Principle 2:</p> <ul style="list-style-type: none"> • Strengthening the sustainable supply chain process. <p>Principle 3:</p> <ul style="list-style-type: none"> • Improving the ESG Knowledge and Skills of the employees. • Improving the gender diversity in workforce with 40% Women by 2030. • Increase gender representation in senior leadership levels to 30% by 2030. • Being recognized among the best employers in our key operating geographies. | | | | | | | | |

| | |
|--|---|
| | <p>Principle 5:</p> <ul style="list-style-type: none"> Strengthening the sustainable supply chain process. <p>Principle 6:</p> <ul style="list-style-type: none"> Achieve Net Zero by 2040. Achieve a reduction of 50% on absolute scope 1 & 2 emissions by 2030 compared to 2020 baseline. Transition to 80% of electricity usage to renewable energy by 2030. Maintain Zero Discharge from all owned facilities. Achieve Zero Waste to Landfill at all owned facilities by 2025. Strengthening the sustainable supply chain process. <p>Principle 8:</p> <ul style="list-style-type: none"> Strengthening the sustainable supply chain process. <p>Principle 9:</p> <ul style="list-style-type: none"> Being recognized among industry leader for information security practices and data privacy standards. |
| 6. Performance of the entity against the specific commitments, goals, and targets along with reasons in case the same are not met | <ul style="list-style-type: none"> Increased the renewable energy portion of our overall energy consumption to 17.7% globally in FY21. 64% reduction in per capita scope 1 & 2 GHG emissions in last 10 years. 3.7 million lives impacted through HCL Foundation: education, health, skills development, environment, disaster risk reduction & response. 844,000+ saplings planted and 105 water bodies rejuvenated. Impacted over 7,000 persons with disabilities, especially women and children. |

Governance, leadership, and oversight

7. Statement by director responsible for the business responsibility report, highlighting ESG related challenges, targets, and achievements.

The Statement is available at the beginning of this report.

8. Details of the highest authority responsible for implementation and oversight of the Business Responsibility policy(ies).

The highest executive authority responsible for implementation of the policies is the CEO.

9. Does the entity have a specified Committee of the Board / Director responsible for decision making on sustainability related issues? (Yes / No). If yes, provide details.

At Board level, we have an ESG & DEI Committee to consider and take decisions on sustainability related issues that meets every quarter to review the progress and performance. The members of the ESG & DEI Committee are:

- Ms. Robin Ann Abrams (DIN 00030840)– Independent Director - Chairperson of the Committee
- Ms. Roshni Nadar Malhotra –Non Independent Director - Chairperson HCL Technologies Limited
- Mr. Simon John England (DIN 08664595) - Independent Director

Mr. C. Vijayakumar, Chief Executive Officer & Managing Director, is an invitee to this Committee.

10. Details of review of the National Guidelines on Responsible Business Conduct (NGRBC)

Table - 2 NGRBCs Details

| Particulars | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 |
|---|--|----|----|----|----|----|----|----|----|
| Indicate whether review was undertaken by Director / Committee of the Board / any other Committee | Yes ESG & DEI Committee reviews | | | | | | | | |
| Frequency (Annually / Half-yearly / Quarterly / Any other – please specify) | Quarterly | | | | | | | | |
| Performance against above policies and follow up action | Yes, the ESG & DEI Committee reviews the performance | | | | | | | | |
| Compliance with statutory requirements of relevance to the principles, and rectification of any non-compliances | Yes | | | | | | | | |

Table - 3 Independent Assessment Details

| | P1 | P2 | P3 | P4 | P5 | P6 | P7 | P8 | P9 |
|--|---|----|----|----|----|----|----|----|----|
| 11. Has the entity carried out an independent assessment / evaluation of the working of its policies by an external agency? (Yes / No) | Yes | | | | | | | | |
| If yes, provide name of the agency | <ul style="list-style-type: none"> • BSI • Ernst and Young Associates LLP • Intertek | | | | | | | | |

12. If answer to question (1) above is “No” i.e. not all Principles are covered by a policy, reasons to be stated:

Not Applicable

SECTION C: PRINCIPLE WISE PERFORMANCE DISCLOSURE

PRINCIPLE 1: Businesses should conduct and govern themselves with integrity, and in a manner that is Ethical, Transparent, and Accountable.

Essential Indicators:

1. Percentage coverage by training and awareness programmes on any of the principles during the financial year

Table: P-1.1 Training Details

| Segment | Total number of training and awareness programmes held | Topics / principles covered under the training and its impact | % of persons in respective category covered by the awareness programmes |
|-----------------------------------|--|---|---|
| Board of Directors | - | NA | NA |
| Key Managerial Personnel | 1 | Business Ethics, Workplace Conduct, Fraud, Bribery & Corruption, Cash, Gifts and Entertainment, Conflict of Interest, Personal Relationship, Government Officials, Anything of Value, Money Laundering, Speaking Up | 66.67% |
| Employees other than BOD and KMPs | 1 | Business Ethics, Workplace Conduct, Fraud, Bribery & Corruption, Cash, Gifts and Entertainment, Conflict of Interest, Personal Relationship, Government Officials, Anything of Value, Money Laundering, Speaking Up | 82% |

2. Details of fines / penalties / punishment / award / compounding fees / settlement amount paid in proceedings (by the entity or by directors / KMPs) with regulators / law enforcement agencies / judicial institutions, in the financial year.

None.

3. Of the instances disclosed in Question 2 above, details of the appeal/revision preferred in cases where monetary or non-monetary action has been appealed.

Not Applicable.

4. Does the entity have an Anti-corruption or Anti-bribery policy? If yes, provide details in brief and if available, provide a web-link to the policy.

Yes. The Anti-bribery and Anti-corruption policy applies to all individuals worldwide working for all affiliates and subsidiaries of HCL at all levels and grades. It covers giving and offering of bribes, and bribing of government officials, facilitation payments, Charitable Donation, Political activities. FCPA & UKBA are the governing legislations of this policy.

<https://www.hcltech.com/investors/governance-policies>

5. Number of Directors / KMPs / employees / workers against whom disciplinary action was taken by any law enforcement agency for the charges of bribery / corruption.

Table: P-1.3 Details of Disciplinary Actions

| | FY 2020-21 | FY 2021-22 |
|-----------|------------|------------|
| Directors | - | - |
| KMPs | - | - |
| Employees | - | - |

6. Details of complaints with regard to conflict of interest.

Table: P-1.4 Details of Complaints

| | FY 2020-21 | | FY 2021-22 | |
|--|------------|---------|------------|---------|
| | Number | Remarks | Number | Remarks |
| Number of complaints received in relation to issues of conflict of interest of directors | - | - | - | - |
| Number of complaints received in relation to issues of conflict of interest of KMPs | - | - | - | - |

7. Provide details of any corrective action taken or underway on issues related to fines / penalties / action taken by regulators / law enforcement agencies / judicial institutions, on cases of corruption and conflicts of interest. – Not Applicable

Leadership Indicators:

1. Awareness programmes conducted for value chain partners on any of the principles during the financial year.

Table: P-1.5 Details of Awareness Programs Conducted for Supply Chain

| Total number of awareness programmes held | Topics / principles covered under the training | % of value chain partners covered (by value of business done with such partners) under the awareness programmes |
|---|--|---|
| 19 (FY 2020-21) | Ethics, Anti-Bribery & POSH | 100% of the major value chain partners engaged in facility management are covered |
| 24 (FY2021-22) | Ethics, Anti-Bribery & POSH | 100% of the major value chain partners engaged in facility management are covered |

2. Does the entity have processes in place to avoid / manage conflict of interests involving members of the Board? (Yes / No) If yes, provide details of the same.

Yes, the Related Party Policy defines the process and procedure for identifying and dealing with conflicts of interests involving members of the Board. The policy elaborates on the guidance and escalation mechanism in place for board members to address potential conflict of interests that may arise in certain business transactions.

Prior approval of the Audit Committee is taken before entering any transaction with a Related Party. The Audit Committee may grant omnibus approval for certain Related Party Transactions.

While granting the omnibus approval, the Committee may prescribe the maximum mark-up to be given to the related parties in transactions involving purchase of goods and services and the minimum mark up to be charged from the related parties involving the sale of goods and services. Where it is not possible to define the nature of the transaction, the Committee may grant approval to the management to enter transactions with related parties up to a certain defined monetary limit together with the validity period for such approval.

Where any director is interested in any contract or arrangement with a Related Party, such director shall not participate in the meeting during discussions on the subject matter of the resolution relating to such contract or arrangement.

PRINCIPLE 2: Businesses should provide goods and services in a manner that is sustainable and safe

Essential Indicators:

- Percentage of R&D and capital expenditure (Capex) investments in specific technologies to improve the environmental and social impacts of product and processes to total R&D and capex investments made by the entity, respectively.**

Table: P-2.1 Expenditure Details

| Particulars | FY 2020-21 | FY 2021-22 | Details of improvements in environmental and social impacts |
|----------------------------|------------|------------|--|
| R&D (Million ₹) | 14,000 | 15,260 | R&D investments are done to upgrade the effectiveness of our products and services and developing new product and services. Development to legacy codes improves the performance efficiency and thereby ensuring environmental benefits. We also strive to improve our products for better security and privacy. |
| Capex (Million ₹) | 19,040 | 16,450 | Capex is mostly on our infrastructure. Better equipment's and better buildings improve our energy efficiency and accessibility. |

- a. Does the entity have procedures in place for sustainable sourcing? (Yes / No)**

Yes.

- b. If yes, what percentage of inputs were sourced sustainably?**

The Company has a procedure in place to onboard suppliers' basis sustainable parameters. All new vendor onboarding goes through HCL's Vendor Due Diligence process and will be 100% sourced sustainably as we move forward.

- Describe the processes in place to safely reclaim your products for reusing, recycling and disposing at the end of life, for (a) Plastics (including packaging) (b) E-waste (c) Hazardous waste and (d) other waste.**

Not Applicable.

- Whether Extended Producer Responsibility ("EPR") is applicable to the entity's activities (Yes / No). If yes, whether the waste collection plan is in line with the Extended Producer Responsibility ("EPR") plan submitted to Pollution Control Boards? If not, provide steps taken to address the same.**

Not Applicable.

Leadership Indicators:

- Has the entity conducted Life Cycle Perspective / Assessments ("LCA") for any of its products (for manufacturing industry) or for its services (for service industry)? If yes, provide details in the following format?**

Not Applicable.

- If there are any significant social or environmental concerns and / or risks arising from production or disposal of your products / services, as identified in the Life Cycle Perspective / Assessments ("LCA") or through any other means, briefly describe the same along-with action taken to mitigate the same.**

Not Applicable.

- Percentage of recycled or reused input material to total material (by value) used in production (for manufacturing industry) or providing services (for service industry).**

Not applicable.

- Of the products and packaging reclaimed at end of life of products, amount (in metric tonnes) reused, recycled, and safely disposed, as per the following format.**

Not Applicable.

- Reclaimed products and their packaging materials (as percentage of products sold) for each product category.**

Not Applicable.

PRINCIPLE 3: Businesses should respect and promote the well-being of all employees, including those in their value chains

Essential Indicators:

1. Details of measures for the well-being of employees

Table: P-3.1 Details of Measures for Well-being (% of Employees / workers covered)

| Category | % of employees covered by | | | | | | | | | | |
|---|---------------------------|--------------------|-------------|--------------------|-------------|--------------------|-------------|--------------------|-------------|---------------------|-----------|
| | Total (A) | Health insurance** | | Accident insurance | | Maternity benefits | | Paternity Benefits | | Day Care facilities | |
| | | Number (B) | % (B / A) | Number (C) | % (C / A) | Number (D) | % (D / A) | Number (E) | % (E / A) | Number (F) | % (F / A) |
| Permanent Employees | | | | | | | | | | | |
| Male | 150,281 | 150,281 | 100% | 150,281 | 100% | Not Applicable | | 150,281 | 100% | *** | |
| Female | 58,525 | 58,525 | 100% | 58,525 | 100% | 58,525 | 100% | Not Applicable | | | |
| Others | 71 | 71 | 100% | 71 | 100% | 71 | 100% | 71 | 100% | | |
| Total | 208,877 | 208,877 | 100% | 208,877 | 100% | 58,596 | 100% | 150,352 | 100% | | |
| Other than Permanent employees: Not Applicable | | | | | | | | | | | |

** Health insurance includes ESIC coverage.

*** Day care facilities were not operational during FY 2021-22, due to COVID restrictions.

2. Details of retirement benefits, for Current FY and Previous FY

Note: India Headcount has been considered for the table below

Table: P-3.2 Details of Retirement Benefits

| | FY 2021-22 | | | FY 2020-21 | | |
|--------------------------------|--|--|--|--|--|--|
| | No. of employees covered as a % of total employees | No. of workers covered as a % of total workers | Deducted and deposited with the authority (Y/N/N.A.) | No. of employees covered as a % of total employees | No. of workers covered as a % of total workers | Deducted and deposited with the authority (Y/N/N.A.) |
| PF | 159,895 | 100 | Y | 126,700 | 100 | Y |
| Gratuity | 159,895 | 100 | Y | 126,700 | 100 | Y |
| ESI | 19,502 | 12% | Y | 20,399 | 16% | Y |
| Others – please specify | - | - | - | - | - | - |

3. Accessibility of workplaces

Are the premises / offices accessible to differently abled employees as per the requirements of the Rights of Persons with Disabilities Act, 2016? If not, whether any steps are being taken by the entity in this regard.

Yes.

4. Does the entity have an equal opportunity policy as per the Rights of Persons with Disabilities Act, 2016? If so, provide a web link to the policy.

Yes, the Company have an equal opportunity policy as per the Rights of Persons with Disabilities Act, 2016 and is available on the website of the Company at <https://www.hcltech.com/geo-presence/india#overview>.

5. Return to work and Retention rates of permanent employees and workers that took parental leave.

Table: P-3.3 Return to work and retention rates*

| Gender | Permanent employees | |
|--------------|---------------------|----------------|
| | Return to work rate | Retention rate |
| Male | NA | NA |
| Female | 99.2% | 77.2% |
| Total | 99.2% | 77.2% |

* Above data is for maternity leaves. We shall be reporting paternity leave data next year onwards.

6. Is there a mechanism available to receive and redress grievances for the following categories of employees and workers? If yes, give details of the mechanism in brief.

Table: P-3.4 Grievances Mechanism

| Particulars | Yes/No (If yes, then give details of the mechanism in brief) |
|--------------------------------|--|
| Permanent Employees | Yes. HCL has a multi-tiered grievance handling mechanism that includes dedicated channels for addressing harassment, whistle-blower, security incidents, discrimination, general grievances, etc. It applies to all permanent and non-permanent employees. |
| Other than Permanent Employees | |
| Permanent Workers | |
| Other than Permanent Workers | |

7. Membership of employees and worker in association(s) or Unions recognised by the listed entity

While HCL does not restrict any employee from being a member of any employee-related association and provides freedom, the company also ensures that it abides by the local laws present across the geographies that it operates in.

Table: P-3.5 Unions or Associations

| Category | FY 2021-22 | | | FY 2020-21 | | |
|---------------------------|--|--|---------|---|--|---------|
| | Total employees / workers in respective category | No. of employees / workers in respective category, who are part of association(s) or Union | % (B/A) | Total employees/ workers in respective category | No. of employees / workers in respective category, who are part of association(s) or Union | % (D/C) |
| Total Permanent Employees | 208,877 | 729 | 0.349% | 168,977 | 74 | 0.0437% |
| Male | 150,281 | 634 | 0.421% | 122,990 | 61 | 0.0495% |
| Female | 58,525 | 95 | 0.162% | 45,931 | 13 | 0.0283% |
| Others | 71 | - | - | 56 | - | - |

8. Details of training given to employees and workers

During FY 2021-22, over 1,12,324 employees have availed 5.77 million hours of training to enhance their current skills and learn new skills. Over 44,317 employees were also trained in digital skills during this period.

Training Details- Health and Safety

| FY 2021-22 | | | FY 2020-21 | | |
|---------------------|------------------------------|------------------------------|---------------------|------------------------------|------------------------------|
| Total Employees (A) | No. of Employees Trained (B) | % of Employees Trained (B/A) | Total Employees (C) | No. of Employees Trained (D) | % of Employees Trained (D/C) |
| 2,08,877 | 7,635 | 3.65% | 1,68,977 | 8,308 | 4.91% |

| Category | FY 2021-22 | | | FY 2020-21 | | |
|--------------|-----------------|----------------------|---------------|-----------------|----------------------|---------------|
| | Total (A) | On Skill upgradation | | Total (D) | On Skill upgradation | |
| | | No. (C) | % (C / A) | | No. (F) | % (F / D) |
| Employees | | | | | | |
| Male | 1,50,281 | 95,491 | 63.54% | 1,22,990 | 80,098 | 65.13% |
| Female | 58,525 | 34,341 | 58.68% | 45,931 | 26,442 | 57.57% |
| Others | 71 | 30 | 42.25% | 56 | 43 | 76.79% |
| Total | 2,08,877 | 129,862 | 62.17% | 1,68,977 | 1,06,583 | 63.08% |

Note: Training Data is based on unique employees trained on both Generic and DNA skills

9. Details of performance and career development reviews of employees and worker

Table: P-3.7 Performance and Career Development Reviews

| Category | FY 2021-22 | | | FY 2020-21 | | |
|--------------|-----------------|-----------------|--------------|-----------------|-----------------|--------------|
| | Total (A) | No. (B) | % (B/A) | Total (C) | No. (D) | % (D/C) |
| Employees | | | | | | |
| Male | 1,50,281 | 1,38,202 | 92.0% | 1,22,990 | 1,12,292 | 91.3% |
| Female | 58,525 | 53,477 | 91.4% | 45,931 | 41,051 | 89.4% |
| Others | 71 | 67 | 94.4% | 56 | 50 | 89.3% |
| Total | 2,08,877 | 1,91,746 | 91.8% | 1,68,977 | 1,53,393 | 90.8% |

10. Health and safety management system

a. Whether an Occupational Health and Safety management system (“OH & S”) has been implemented by the entity? (Yes / No). If yes, the coverage such system?

Yes, 52% of headcount is covered under OH & S management system.

Coverage: SEZ Noida, A - 8 & 9 Sector-60, Noida, N4, N5, A2 Sector- 3 Noida, Manesar, Ambattur-1, Ambattur-3, Ambattur-4, Ambattur-5, Ambattur-6, ETA, SEZ Campus, Pune – Magarpatta, H01B – Hyderabad, H08 – Hyderabad, SEZ Jigani, Surya Sapphire, Manyata Tech Park, Madurai ELCOT.

GEO locations – Belfast, Krakow, Wroclaw, Norway, Finland, South Africa & Philippines.

b. What are the processes used to identify work-related hazards and assess risks on a routine and non-routine basis by the entity?

HCL uses the failure mode effect analysis (“FMEA”) to identify work-related hazards and assess risks on a routine and non-routine basis.

c. Whether you have processes for workers to report the work-related hazards and to remove themselves from such risks. (Y/N)

Yes.

d. Do the employees have access to non-occupational medical and healthcare services? (Yes / No)

Yes.

11. Details of safety-related incidents, in the following format

Table: P-3.8 Details of safety-related incidents

| Safety Incident / Number | Category | FY 2021-22 | FY 2020-21 |
|---|-----------|---------------------|---------------------|
| Lost Time Injury Frequency Rate (“LTIFR”) (per one million-person hours worked) | Employees | 0.002757 | 0.006523 |
| | Workers | NA | NA |
| Total recordable work-related injuries | Employees | 1 | 2 |
| | Workers | NA | NA |
| No. of fatalities | Employees | 0 | 0 |
| | Workers | NA | NA |
| High consequence work-related injury or ill-health (excluding fatalities) | Employees | Not being monitored | Not being monitored |
| | Workers | NA | NA |

12. Describe the measures taken by the entity to ensure a safe and healthy workplace

HCL Healthcare provides end to end health care solutions to employees and their family members. We also provide added lab services, virtual specialist doctor consultations, eye care solutions and dental services. Our clinics are designed to international standards and are committed to providing comprehensive range of health care solutions to our employees and their families.

HCL sites are certified under the OHS management system and we ensure the required measures are taken as per the standard to provide a safe and healthy workplace. Additionally, HCL sites are certified under PROTEK - POSI (Prevention of spread of infection).

13. Number of Complaints on the following made by employees and workers

Table: P-3.9 Number of Complaints

| | FY 2021-22 | | | FY 2020-21 | | |
|--------------------|-----------------------|---------------------------------------|---------|-----------------------|---------------------------------------|---------|
| | Filed during the year | Pending resolution at the end of year | Remarks | Filed during the year | Pending resolution at the end of year | Remarks |
| Working Conditions | 1 | - | - | - | - | - |
| Health & Safety | - | - | - | 1 | - | - |

14. Assessments for the year

Table: P-3.10 Percentage of Plants and Offices Assessed by Third Parties

| | % of your plants and offices that were assessed (by entity or statutory authorities or third parties)* |
|------------------------------------|--|
| Health and safety practices | 52% |
| Working Conditions | 75% |

*As per the global employee count.

15. Provide details of any corrective action taken or underway to address safety-related incidents (if any) and on significant risks / concerns arising from assessments of health and safety practices and working conditions

The corrective measures taken by HCL in the reporting year has been discussed in the table below.

| S.No | Corrective Action |
|------|--|
| 1 | Automatic fire suppression system has been installed in Hazardous waste storeroom at the Chennai campus. |
| 2 | A safety net has been installed over the sewage treatment plant and the general staircase at the Chennai & Jigani campus. |
| 3 | Self-contained breathing apparatus has been provided for work carried out in confined spaces at the Chennai & Jigani campus. |
| 4 | Arc flash suite has been provided at the Jigani campus. |
| 5 | Touchless drinking water dispenser and touchless taps have been installed across all India locations. |
| 6 | An evacuation chair for differently abled people has been installed at all HCL locations. |

Leadership Indicators:

1. Does the entity extend any life insurance or any compensatory package in the event of death of Employees (Y/N)

Yes.

With respect to certain employees in India, the Company contributes towards gratuity liabilities to the Gratuity Fund Trust. Trustees of the Company administer contributions made to the Trust and contributions are invested in a scheme with Life Insurance Corporation of India as permitted by law.

2. Provide the measures undertaken by the entity to ensure that statutory dues have been deducted and deposited by the value chain partners.

At HCL, all legal compliances are reviewed as part of our vendor audits.

3. Provide the number of employees / workers having suffered high consequence work-related injury / ill-health / fatalities (as reported in Q11 of Essential Indicators above), who have been rehabilitated and placed in suitable employment or whose family members have been placed in suitable employment:

No employees have suffered high consequence work-related injury / ill-health / fatalities.

| | Total no. of affected employees / workers | | No. of employees / workers that are rehabilitated and placed in suitable employment or whose family members have been placed in suitable employment | |
|------------------|---|------------|---|------------|
| | FY 2021-22 | FY 2020-21 | FY 2021-22 | FY 2020-21 |
| Employees | 0 | 0 | 0 | 0 |

4. Does the entity provide transition assistance programs to facilitate continued employability and the management of career endings resulting from retirement or termination of employment? (Yes / No)

Yes

5. Details on assessment of value chain partners

Table: P-3.11 Assessment of Value Chain Partners

| | % of value chain partners (by value of business done with such partners) that were assessed |
|------------------------------------|---|
| Health and safety practices | 100% of the major value chain partners engaged in facility management are covered. |
| Working Conditions | 100% of the major value chain partners engaged in facility management are covered. |

6. Provide details of any corrective actions taken or underway to address significant risks / concerns arising from assessments of health and safety practices and working conditions of value chain partners.

During FY 2021-22, 634 assessments were carried out. During evaluations, 54 risks related to health and safety were identified and 33 risks have been addressed and the remaining are in the process to address the risk.

PRINCIPLE 4: Businesses should respect the interests of and be responsive to all its stakeholders.

Essential Indicators:

1. Describe the processes for identifying key stakeholder groups of the entity.

The first stage of HCL’s stakeholder relations involves mapping and prioritizing key stakeholders based on relevance, role, and influence. Once the stakeholders have been identified and prioritized, and prioritized, the engagement channels are established. The resultant from the engagement is channelised inside the organization and ensured that the stakeholder gets the right feedback or resolution as the case may be.

Internal Stakeholders of the Company include employees, senior leaders, managers, Board of Directors, members of HCL Foundation. External stakeholders include customers, investors, regulatory bodies, vendors, service providers and media. The stakeholder engagement exercise has helped HCL in identifying our ESG focus areas in line with our underlying philosophy of Act, Pact & Impact.

Stakeholder engagement is a critical aspect of HCL’s ESG strategy.

Stakeholder engagement at HCL is a continuous process and helps us gauge and address the expectations of our stakeholders.

2. List stakeholder groups identified as key for your entity and the frequency of engagement with each stakeholder group.

Table: P-4.1 List of Identified Stakeholders

| Stakeholder Group | Whether identified as Vulnerable & Marginalized Group | Channels of communication | Frequency of engagement | Purpose and scope of engagement including key topics and concerns raised during such engagement |
|---------------------|---|---|---|---|
| Employees | No | Surveys, Focus Group Discussions and Online Modes of Communication. Emailers, Newsletters, Volunteering calendars, Rewards & Recognitions. Employee Passion clubs. Festivals and other celebrations. Wellness sessions. Family sessions. Employee Resource Groups like Women connect. Employee connect portal 360-feedback. Client and HCL leader sessions. | Weekly, Monthly, Quarterly, Annually. | <p>Purpose:</p> <ul style="list-style-type: none"> • Feedback & Grievance Redressal. • Employee engagement (fun at work / motivation / happiness / passion / wellbeing). • Engagement for self-performance improvement and team productivity improvement. • Diversity and Inclusion. • Career support programs. • Employee Assistant program. • Employee Feedback on policies. • Wellness sessions. • Training programs and learning nuggets – functional and cultural (Eg. Inclusion lab) Maternity support. <p>Concerns raised: Work environment, opportunities for growth, wellbeing, mentorship programs, and accessing idea-sharing platforms.</p> <p>Potential Risks: Hybrid workplace experience. Managing workplace experience with increasing headcount based in various locations.</p> <p>Awards and Impact created (listed here): https://www.hcltech.com/diversity-inclusion#womenempowerment</p> |
| Vendors & Suppliers | No | Supplier escalation mailbox system, online surveys, and a dedicated vendor helpdesk. | Quarterly (depends on engagement). Internal surveys for supplier performance assessment quarterly. | <p>Purpose:</p> <ul style="list-style-type: none"> • Query Resolution & Grievance Redressal. • Supplier performance assessment. • Vendor due-diligence. • Risk assessment for high risk vendors. • Addressing non-compliance issues. • Breach of contract. |

| Stakeholder Group | Whether identified as Vulnerable & Marginalized Group | Channels of communication | Frequency of engagement | Purpose and scope of engagement including key topics and concerns raised during such engagement |
|---|---|--|--|--|
| | | | Due-diligence during onboarding the vendor. | Concerns raised: Inquiries pertain to sales, the point of contact & payment-related queries. |
| Customers | No | Customer Experience Engagement. | Annually | Purpose: <ul style="list-style-type: none"> Resolution of any delivery challenges. Feedback on technology & services being implemented. Discovery of adjacent NN opportunities. Grow footprint and upsell. ABM marketing plans. QBR process. Concerns raised: <ul style="list-style-type: none"> Contract compliance. Resource management. Payment queries. Delivery challenges or delays. |
| Immediate Communities in which we operate | Yes | Surveys, Focus Group Discussions and One on One interviews. Stakeholder Meetings, Discussion, Information Sharing & Capacity Building, Co-Planning, Creation of Collectives and Role Models. | Bi-annually | Purpose: Need Assessment for CSR Projects & Grievance Redressal. Concerns raised: Education, WASH, Malnutrition, Skill Development & Employability. |
| Investors & Shareholders | No | Online Surveys, Focus Group Discussions, One on One interviews, non-deal roadshows, investor events (one-on-one and in groups) and reverse roadshows. Geo-based Management-level meetings post quarterly results. Webinars (one-on-one and in groups). | Quarterly | Purpose: To get an overview of HCL's business performance, strengths, environment, demand, future strategy, etc. Additionally, resolve any other queries from investors. Concerns raised: Clarification on ESG parameters, 3 to 5 year ESG Roadmap, delivery model, fulfilment in WFH format, supply side pressures like attrition rate and hiring rate, sustainability of demand. |
| Industry Associations (FICCI, CII, NASSCOM, WEF etc.) | No | Conferences, Convergence Meetings, Focus Group Discussions and One on One interviews. | Bi-annually and dependant on the requirement | Purpose: Technology, Regulatory Landscape, ESG Trends and emerging best practices. |
| Academia | No | Bespoke engagements. | Monthly quarterly, annual | Purpose: <ul style="list-style-type: none"> Strengthen leadership and governance. of academic engagement with business schools. Developing future leaders for HCL & customers with specific leadership programmes. Research & development. |
| Regulators | No | Compliance with local laws and regulations. | Monthly, annual, quarterly | Purpose: <ul style="list-style-type: none"> Understanding and adherence to local governance. |

Leadership Indicators:

- 1. Provide the processes for consultation between stakeholders and the Board on economic, environmental, and social topics or if consultation is delegated, how is feedback from such consultations provided to the Board.**

The Executive Directors and Senior Management Personnel do interact with stakeholders like Investors, Employees, Customers etc. These engagements are done on specific occasions planned during the course of the year and the person interacting with

the stakeholders attending these sessions takes the feedback to the Board. But through the regular engagements also significant topics do reach the Board through various channels. Whether it is suggestions, complaints or grievances, there are defined processes and depending on the significance it is taken to the respective Committee of the Board.

2. Whether stakeholder consultation is used to support the identification and management of environmental, and social topics (Yes / No). If so, provide details of instances as to how the inputs received from stakeholders on these topics were incorporated into the policies and activities of the entity.

Yes. The stakeholder consultations are one of the key inputs to determining our material topics. We looked at the aspects each stakeholder has brought out during the engagement and prioritised them using a risk and responsibility matrix to arrive at our dozen material topics.

3. Provide details of instances of engagement with, and actions are taken to, address the concerns of vulnerable / marginalized stakeholder groups.

Among our stakeholders, stakeholders for our CSR projects specifically feature as vulnerable / marginalized. The design of all our interventions ensure that the beneficiaries of our projects are from the vulnerable / marginalized groups. Our Diversity, Equity and Inclusion activities also include action in support which are explained in the respective section of the report.

PRINCIPLE 5: Businesses should respect & promote human rights.

Essential Indicators:

1. Employees and workers who have been provided training on human rights issues and policy(ies) of the entity.

Table: P-5.1 Training on Human Rights Issues and Policies of the Entity

| Category | FY 2021-22 | | | FY 2020-21 | | |
|--------------------------------|----------------|------------------------------|---------------|----------------|------------------------------|---------------|
| | Total (A) | No. of employees covered (B) | % B/A | Total (C) | No. of employees covered (D) | % D/C |
| Permanent Employees | 208,877 | 174,020 | 83.31% | 168,977 | 139,522 | 82.57% |
| Other than permanent Employees | 15,957 | 9,856 | 61.77% | 12,942 | 8,496 | 65.65% |
| Total Employees | 224,834 | 183,876 | 81.78% | 181,919 | 148,018 | 81.36% |

2. Details of minimum wages paid to employees and workers.

Table: P-5.2 Details of minimum wages paid to employees and workers

| Category | FY 2021-22 | | | | | FY 2020-21 | | | | |
|------------------|------------|-----------------------|-------|------------------------|-------|------------|-----------------------|-------|------------------------|-------|
| | Total (A) | Equal to Minimum Wage | | More than Minimum Wage | | Total (D) | Equal to Minimum Wage | | More than Minimum Wage | |
| | | No. (B) | % B/A | No. (C) | % C/A | | No. (E) | % E/D | No. F | % F/D |
| Permanent | | | | | | | | | | |
| Male | 150,281 | - | 0% | 150,281 | 100% | 122,990 | - | 0% | 122,990 | 100% |
| Female | 58,525 | - | 0% | 58,525 | 100% | 45,931 | - | 0% | 45,931 | 100% |
| Other | 71 | - | 0% | 71 | 100% | 56 | - | 0% | 56 | 100% |

3. Details of remuneration / salary / wages, in the following format

Table: P-5.3 Details of Remunerations / Salary / Wages

| | Male | | Female | | Others | |
|---|---|---|--------|---|--------|---|
| | Number | Median remuneration / salary / wages of respective category | Number | Median remuneration / salary / wages of respective category | Number | Median remuneration / salary / wages of respective category |
| Board of Directors** | Refer Section 39 of the Directors' Report** | | | | | |
| Key Managerial Personnel | | | | | | |
| Employees other than BOD & KMP | | | | | | |

**Section 39 of the Directors' Report includes ratio of remuneration of each director to the median remuneration of the employees and the percentage increase in the median remuneration of employees in the financial year.

4. Do you have focal point (Individual / Committee) responsible for addressing human rights impacts or issues caused or contributed to by the business? (Y / N)

Yes.

5. Describe the internal mechanisms in place to redress grievances related to human rights issues

Employees and Individuals affected have access to mechanisms to raise concerns and such mechanisms are accessible, equitable and transparent. Any Employee or Individual may report a concern in writing or orally by communicating it to one of the following:

- Their Reporting Manager;
- Human Resources;
- The Whistleblower Committee via whistleblower.hcl@com; and / or
- Risk and Compliance team via risk@hcl.com.

Employees and Individuals are advised to submit a written complaint narrating the true sequence of the events leading to the violation along with any supporting evidence. Concerns may be reported as confidential or on an anonymous basis. We are committed to keeping the identity of the reporting Employee or Individual confidential to the maximum extent as consistent with the Company's legal obligations but subject to the Company's need to investigate reported violations.

6. Number of Complaints on the following made by employees and workers

Table: P-5.4 Number of Complaints

| | FY 2021-22 | | | FY 2020-21 | | |
|---|-----------------------|---------------------------------------|---------|-----------------------|---------------------------------------|---------|
| | Filed during the year | Pending resolution at the end of year | Remarks | Filed during the year | Pending resolution at the end of year | Remarks |
| Sexual Harassment | 23 | 2 | Nil | 11 | 1 | Nil |
| Discrimination at workplace | None | NA | NA | None | NA | NA |
| Child Labour | None | NA | NA | None | NA | NA |
| Forced Labour / Involuntary Labour | None | NA | NA | None | NA | NA |
| Wages | None | NA | NA | None | NA | NA |
| Other human rights related issue | None | NA | NA | None | NA | NA |

7. Mechanisms to prevent adverse consequences to the complainant in discrimination and harassment cases

The "SECURE" initiative focuses on preventing and addressing grievances of sexual harassment in the workplace in line with HCL's Prevention and Redressal of Sexual Harassment at workplace policy. The policy and processes comply with the prevailing laws, specifically the "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013" for India-based employees and other relevant regulations in the countries that it operates. In case any employee experiences any form of sexual harassment, they can report the incident by directly writing to secure@hcl.com.

The complaints raised via this channel, are investigated, and handled with utmost fairness and confidentiality by the Internal Complaints Committee (ICC). HCL further ensures that standard SLAs as per law are met.

False Accusation: Where the ICC arrives at the conclusion that the allegation against the respondent is malicious, or the aggrieved woman or any other person making the complaint has made the complaint knowing it to be false, or the aggrieved woman or any other person making the complaint has produced any forged or misleading document, it may recommend to the employer to take suitable action viz. written apology, warning, reprimand or censure, withholding of promotion, withholding of pay rise or increments, terminating the perpetrator from service or undergoing a counselling session or carrying out community service.

This does not, however, include complaints that are difficult to prove or have been made in good faith.

Right to appeal: Any person aggrieved from the recommendations made may prefer an appeal to the court or tribunal, within the stipulated period in accordance with the manner as may be prescribed, without prejudice to provisions contained in any other law for the time being in force.

8. Do human rights requirements form part of your business agreements and contracts?

Yes.

9. Assessments for the year

Table: P-5.5 Percentage of Plants and Offices Assessed by Third Parties (HR)

| | % of your plants & offices that were assessed (by entity or statutory authorities or third parties)* |
|------------------------------------|--|
| Child Labour | 75% |
| Forced Involuntary Labour | 75% |
| Sexual harassment | 75% |
| Discrimination at workplace | 75% |
| Wages | 75% |
| Others – please specify | 75% |

*As per the global employee count.

10. Provide details of any corrective actions taken or underway to address significant risks / concerns arising from the assessments at Question 9 above

No significant risk/concern identified.

Leadership Indicators:

1. Details of a business process being modified / introduced as a result of addressing human rights grievances / complaints.

Nil.

HCL has established processes for handling human rights issues through various grievance handling mechanisms.

2. Details of the scope and coverage of any Human rights due diligence conducted.

An independent third-party human rights assessment was conducted which covered 75% of our office locations as per employee headcount. We have incorporated human rights aspects into the due diligence process for onboarding any new vendor.

3. Is the premise/office of the entity accessible to differently abled visitors, as per the requirements of the Rights of Persons with Disabilities Act, 2016?

Yes.

4. Details on assessment of value chain partners

Table: P-5.6 Assessment of Value Chain Partners

| | No. of Vender Assessed | % of value chain partners (by value of business done with such partners) that were assessed |
|------------------------------------|--|---|
| Sexual harassment | <ul style="list-style-type: none"> Ensured through incorporation of relevant contractual clauses in the agreement executed with the vendors. Covered as part of every vendor risk assessment done (634 assessments) during FY 2021-22. | |
| Discrimination at workplace | | |
| Child Labour | | |
| Forced Involuntary Labour | | |
| Wages | | |
| Others – please specify | | |

5. Provide details of any corrective actions taken or underway to address significant risks/concerns arising from the assessments at Question 4 above

Not available.

PRINCIPLE 6: Businesses should respect and make efforts to protect and restore the environment.

Essential Indicators:

1. Details of total energy consumption (in Joules or multiples) and energy intensity, in the following format

Table: P-6.1 Detail of Total Energy Consumption (in joules or multiples)

| Parameter | Units | FY 2021-22 | FY 2020-21 |
|---|--------------|-------------|-------------|
| Total electricity consumption (A) | GJ | 7,13,135.77 | 7,44,300.00 |
| Total fuel consumption (B) | GJ | 35,445.30 | 39,050.88 |
| Energy consumption through other sources (C) RE Power | GJ | 1,60,563.78 | 1,64,726.59 |
| Total energy consumption (A+B+C) | GJ | 9,09,144.85 | 9,48,077.47 |
| Energy intensity per rupee of turnover | GJ/Million ₹ | 1.06 | 1.26 |

Note: Indicate if any independent assessment / evaluation / assurance has been carried out by an external agency? If yes, name of the external agency.

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

2. Does the entity have any sites/facilities identified as Designated Consumers (“DCs”) under the Performance, Achieve and Trade (“PAT”) Scheme of the Government of India? (Y/N) If yes, disclose whether targets set under the PAT scheme have been achieved. In case targets have not been achieved, provide the remedial action taken, if any.

Not Applicable.

3. Provide details of the following disclosures related to water.

Table: P-6.2 Water Consumption

| Parameter | Units | FY 2021-22 | FY 2020-21 |
|---|--------------|------------|------------|
| Water withdrawal by source (in kilolitres) | | | |
| (i) Surface water | KL | | |
| (ii) Groundwater | KL | 311,277 | 323,825 |
| (iii) Third-party water | KL | 231,972 | 281,954 |
| (iv) Seawater / desalinated water | KL | - | - |
| (v) Others (Rainwater + Municipality) | KL | 156,070.23 | 124,422 |
| Total volume of water withdrawal (i+ii+iii+iv+v) | KL | 699,319 | 730,201 |
| Total volume of water consumption (in kilolitres) | KL | 675,866 | 699,759 |
| Water intensity per rupee of turnover (water consumed / turnover) | KL/Million ₹ | 0.79 | 0.93 |

Note: Indicate if any independent assessment / evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

4. Has the entity implemented a mechanism for Zero Liquid Discharge? If yes, provide details of its coverage and implementation.

82% of HCL’s sewage water is treated at HCLs own sewage treatment plants. Furthermore, the treated water is re-used at our campuses. Only 18% of our sewage water is sent to the common STPs run by the local municipalities.

5. Details of air emissions (other than GHG emissions) by the entity

This is not material to the business.

Note: Indicate if any independent assessment / evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

6. Provide details of greenhouse gas emissions (Scope 1 and Scope 2 emissions) & its intensity

Table: P-6.4 Details of GHG Emissions

| Particulars | Units | FY 2021-22 | FY 2020-21 |
|---|----------------------------------|------------|------------|
| Total Scope 1 emissions (Break-up of the GHG into CO ₂ , CH ₄ , N ₂ O, HFCs, PFCs, SF ₆ , NF ₃ , if available) | MT CO ₂ e | 19,503 | 19,857 |
| Total Scope 2 emissions (Break-up of the GHG into CO ₂ , CH ₄ , N ₂ O, HFCs, PFCs, SF ₆ , NF ₃ , if available) | MT CO ₂ e | 136,338 | 138,953 |
| Total Scope 1 & 2 emissions per rupee of turnover | MT CO ₂ e / Million ₹ | 0.18 | 0.21 |

Note: Indicate if any independent assessment / evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

7. Does the entity have any project related to reducing Green House Gas emission? If Yes, then provide details.

Yes.

HCL participated in several green projects that included increasing the percentage of renewable energy in its energy mix via power purchase agreements, energy efficiency measures that focused on optimization of chiller, HVAC, Elevator & STP operations. Detailed information is available in the environmental section of HCL's Sustainability Report 2022.

8. Provide details related to waste management by the entity

Table: P-6.5 Details of Waste

| Particulars | Units | FY 2021-22 | FY 2020-21 |
|--|-----------|---|---|
| Total Waste Generated (in metric tonnes) | | | |
| Plastic waste (A) | MT | 14.72 | 18.23 |
| E-waste (B) | MT | 127.0 | 219.3 |
| Bio-medical waste (C) | MT | 3.9 | 2.4 |
| Construction and demolition waste (D) | MT | - | - |
| Battery waste (E) | MT | 392.08 | 130.61 |
| Used Oil DG (F) | MT | 13.16 | 12.23 |
| Other Hazardous waste. Please specify, if any (G) | MT | 2.08 | 163.79 |
| Other Non-hazardous waste generated. Please specify, if any. (Break-up by composition i.e. By materials relevant to the sector) (H) | MT | 521.65 | 519.87 |
| Total Waste Generated | MT | 1,074.59 | 1,066.43 |
| For each category of waste generated, total waste recovered through recycling, re-using or other recovery operations (in metric tonnes) | | | |
| Category of Waste | | | |
| Recycled | MT | 100 % Recycled for battery, Hazardous waste | 100 % Recycled for battery, Hazardous waste |
| Re-used | MT | - | - |
| Other recovery operations | MT | - | - |
| For each category of waste generated, total waste disposed by nature of disposal method (in metric tonnes) | | | |
| Category of Waste | | | |
| Incineration | MT | - | - |
| Landfilling | MT | - | - |
| Other disposal operations | MT | - | - |

Note: Indicate if any independent assessment / evaluation / assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

9. Briefly describe the waste management practices adopted in your establishments. Describe the strategy adopted by your Company to reduce usage of hazardous and toxic chemicals in your products and processes and the practices adopted to manage such wastes.

The details are as mentioned below:

- E-waste – Conventional lights have been replaced with LED lights, thereby reducing the harmful effects of mercury, and reducing health and environmental concerns. Projectors have also been replaced with LEDs, thus contributing significantly to power consumption reduction and simultaneously reducing waste.
- Paper – The campus strives to become a paperless campus and thus, suitable measures like, printer pin deployment, printer on alternate floors, setting up maximum printing limit, double side printing and reduction in font size are encouraged. These measures have resulted in significant conservation of paper.
- Reduce, Recycle, Reuse – The waste management programs are based on the principles of 3R's. All waste generated by HCL is measured and quantified. The waste is categorized according to the source and disposal method. Hazardous waste is disposed in an environment friendly manner and paper waste is recycled and reused. Bio medical waste is disposed in a safe manner. Food remains and garden waste are reused to make manure.
- Plastic - In line with the Central & State Govt. (India) Directives in the year 2018, HCL Technologies Ltd. has made all its campuses in India free from 'Single use plastics' through alternative arrangements from the year 2019.

The following objects have been replaced with alternates:

| Previously used articles | Articles relaced with the following alternative measures since January 2019 |
|---------------------------------|--|
| Plastic Holders | Acrylic Boards |
| Garbage bags | Bio-degradable bags |
| Plastic coated cups | Glass cups/ceramic cups |
| Plastic coated plates | Areca plates/Paper plates |
| Packaged drinking water bottles | Consumption of Packaged drinking water bottles significantly reduced through introduction of water cube stations/water treatment in-house arrangements. Packaged drinking water bottles are only being used for clients/other exceptions |
| Plastic stirrers | Stirrers made of wooden material |
| Standeeds/flex materials | Plastic standees/flex material now banned |
| Snacks wrapped with cling film | Now being wrapped with buttle paper |
| Plastic used in packaging | Our suppliers have been advised not to use plastic packaging unless critical/unavoidable |

Besides the above, awareness towards protection of environment is created among the employees/outsourced staff through e-learning training modules hosted on www.myhcl.com, World Environment Day & other routine training sessions.

10. If the entity has operations/offices in/around ecologically sensitive areas (such as national parks, wildlife sanctuaries, biosphere reserves, wetlands, biodiversity hotspots, forests, coastal regulation zones etc.) where environmental approvals / clearances are required, please specify details.

Not Applicable.

11. Details of environmental impact assessments of projects undertaken by the entity based on applicable laws, in the current financial year.

Not Applicable.

12. Is the entity compliant with the applicable environmental law / regulations / guidelines in India; such as the Water (Prevention and Control of Pollution) Act, Air (Prevention and Control of Pollution) Act, Environment protection act and rules thereunder (Y/N). If not, provide details of all such non-compliances.

Yes.

Leadership Indicators:

1. Provide a break-up of the total energy consumed (in Joules or multiples) from renewable and non-renewable sources

Table: P-6.9 Detail of Renewable and Non-Renewable Energy Consumption (in joules or multiples)

| Parameters | Units | FY 2021-22 | FY 2020-21 |
|--|-------|-------------|-------------|
| From Non-Renewable Sources | | | |
| Total electricity consumption (A) | GJ | 7,13,135.77 | 7,44,300.00 |
| Total fuel consumption (B) | GJ | 35,445.30 | 39,050.88 |
| Energy consumption through other sources (C) | GJ | - | - |
| Total Energy Consumption from non-renewable sources (A+B+C) | GJ | 7,48,581.07 | 7,83,350.88 |
| From Renewable Sources | | | |
| Total electricity consumption (D) | GJ | 1,60,563.78 | 1,64,726.59 |
| Total fuel consumption (E) | GJ | - | - |
| Energy consumption through other sources (F) | GJ | - | - |
| Total Energy Consumption (D+E+F) | GJ | 1,60,563.78 | 1,64,726.59 |

**Note: Indicate if any independent assessment / evaluation / assurance has been carried out by an external agency? (Y/N)
If yes, name of the external agency.**

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

2. Provide details related to water discharged

Table: P-6.10 Water Discharged Details

| Parameter | Detail | Units | FY 2021-22 | FY 2020-21 |
|--|--|-------|------------------|------------------|
| Water discharge by destination and level of treatment | | | | |
| To Surface Water | No treatment | KL | - | - |
| | With treatment – please specify level of treatment | KL | - | - |
| To Groundwater | No treatment | KL | - | - |
| | With treatment – please specify level of treatment | KL | - | - |
| To Seawater | No treatment | KL | - | - |
| | With treatment – please specify level of treatment | KL | - | - |
| Sent to Third parties | No treatment | KL | 23,453.06 | 30,441.28 |
| | With treatment – please specify level of treatment | KL | - | - |
| Sewage Water | No treatment | KL | - | - |
| Others | No treatment | KL | - | - |
| | With treatment – please specify level of treatment | KL | - | - |
| Total water discharged (KL) | | | 23,453.06 | 30,441.28 |

**Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N)
If yes, name of the external agency.**

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

3. Water withdrawal, consumption and discharge in areas of water stress (in kilolitres):

Not Applicable.

**Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N)
If yes, name of the external agency.**

Not Applicable.

4. Please provide details of total Scope 3 emissions & its intensity

Table: P-6.12 Details of Scope 3 GHG Emissions

| Particulars | Units | FY 2021-22 | FY 2020-21 |
|--|--------------------------------------|-------------|-------------|
| Total Scope 3 emissions (Break-up of the GHG into CO₂, CH₄, N₂O, HFCs, PFCs, SF₆, NF₃, if available) | MT CO ₂ e | 241,117 | 202,921 |
| Total Scope 3 emissions per rupee of turnover | MT CO₂e/ Million ₹ | 0.28 | 0.27 |

**Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N)
If yes, name of the external agency.**

Yes, the independent assessment has been carried out by Ernst & Young Associates LLP.

5. With respect to the ecologically sensitive areas reported at Question 10 of Essential Indicators above, provide details of significant direct & indirect impact of the entity on biodiversity in such areas along-with prevention and remediation activities.

Not Applicable.

6. If the entity has undertaken any specific initiatives or used innovative technology or solutions to improve resource efficiency, or reduce impact due to emissions / effluent discharge / waste generated, please provide details of the same as well as outcome of such initiatives:

Table: P-6.13 Details of Initiatives Taken

| Initiative undertaken | Details of the initiative (Web-link, if any, may be provided along-with summary) | Outcome of the initiative |
|-----------------------------|--|------------------------------------|
| GHG Reduction Initiatives | | GHG Savings (MT CO ₂ e) |
| Renewable Energy | Renewable Power Purchase | 19,010 |
| Renewable Energy | Chiller Operational Performances Improvement | 404 |
| Energy Efficiency | HVAC Operational Performances Improvement | 616 |
| Energy Efficiency | Energy Efficient Lighting & Controls | 1,240 |
| Energy Efficiency | Effective utilization of UPS | 185 |
| Energy Efficiency | Elevator & STP Operation optimization | 36 |
| Energy Efficiency | Solar water Heater | 5.5 |
| Water Reduction Initiatives | | Water Saving (ML) |
| Water Management | STP Treated Water use | 31.5 |
| Water Management | Water Aerators | 0.2 |
| Water Management | Sensor Based water Taps | 1.8 |
| Water Management | Water efficient Operational control | 3.8 |

* Additional details can be found in our Sustainability Report.

7. Does the entity have a business continuity and disaster management plan? Give details in 100 words / web link.

HCL has a dynamic Crisis & Resilience (“CR”) program which is continuously updated to meet the ever-changing market scenario from the perspective of global economics and geopolitics. It is a program that emphasises being future-ready and excels in responding to large-scale global events and the evolving threat landscape.

Additionally, HCL’s Global Shared Services (“GSS”) has the agility to step up to a crisis, whether local or global. The Company is working to leverage GSS towards stability and business continuity.

A corollary of GSS is the use of intelligent automation within IT services. This ensures that non-core back-office tasks can be automated so that the GSS can focus on higher-value tasks and imbue efficiency throughout the system it is monitoring.

Moreover, keeping in mind the COVID pandemic, HCL has established a pandemic response policy and plans to oversee its global response by monitoring pandemic situations in locations where it operates.

8. **Disclose any significant adverse impact to the environment, arising from the value chain of the entity. What mitigation or adaptation measures have been taken by the entity in this regard.**

Not Applicable.

9. **Percentage of value chain partners (by value of business done with such partners) that were assessed for environmental impacts**

Table: P-6.14 Assessment of Value Chain Partners

| Particular | No. of value chain partners that were assessed | % of value chain partners (by value of business done with such partners) that were assessed | Disclose any significant adverse impact to the environment, arising from the value chain of the entity. What mitigation or adaptation measures have been taken by the entity in this regard. |
|------------|--|--|--|
| 1 | 634 | We do not monitor percentage of value chain partners by value of business. However, as part of our Vendor Risk Assessment, we undertake assessments based on risks. Once the risk is triggered where there are any EHS hazards associated with the vendor services and/ or where nature of work involve generation/ disposal of hazardous / e-Waste, we select that vendor for doing assessment. | 54 risks relating to EHS practices were identified. |

PRINCIPLE 7: Businesses, when engaging in influencing public and regulatory policy, should do so in a manner that is responsible and transparent

Essential Indicators:

- 1 a. **Number of affiliations with trade and industry chambers / associations**

39

- b. **List the top 10 trade and industry chambers / associations (determined based on the total members of such body) the entity is a member of / affiliated to.**

Table: P-7.1 List of trade and industry chambers / associations the entity is a member of/ affiliated to.

| S. No. | Name of the trade and industry chambers/ associations | Reach of trade and industry chambers/ associations (State/National) |
|--------|---|---|
| 1 | World Economic Forum ("WEF") and WEF Global Parity Alliance | Ever since the Company has joined WEF at Davos, it has always made its presence felt at the global platform of Thought Leadership, Innovation and Technological Dialogues towards the Humanitarian and Socio-Economic World Order. The latest acclaim at WEF witnessed the company launching its Vision 2030 and hosting the Choicest of the Global Leaders at HCL Pavilion. Additionally, HCL is a WEF Global Parity Alliance founding member. Established in collaboration with McKinsey & Company, the Global Parity Alliance seeks to promote diversity, equity & inclusion ("DE&I") best practices that benefit underrepresented groups and are hardwired across business processes – including creating equitable work opportunities, promoting supplier diversity, and launching inclusive products and services. The Global Parity Alliance's vision is to drive better and faster DE&I improvements by sharing what works, raising each other's aspirations, and elevating DE&I actions across organizations beyond the Alliance. https://www.wherewomenwork.com/Career/4315/HCL-WEF-Global-Parity-Alliance . |
| 2 | UN Women | Men hold a disproportionate level of power across cultures globally, but they remain largely absent from the gender equality conversation. Similar to other human rights and social justice movements like Black Lives Matter and LGBTQIA+ equality, gender equality requires action and allyship across all of society. A flagship initiative of UN Women, <i>the United Nations entity for Gender Equality</i> , the HeForShe solidarity movement is an international platform that invites and engages men and boys to complement the work of the women's movement and create an equal world for all. |

| | | |
|---|-----------------------------|--|
| 3 | UNGC | HCL Technologies supports the Ten Principles of the United Nations Global Compact on human rights, labour, environment and anti-corruption as a Participant Member. We are committed to making the UN Global Compact and its principles part of the strategy, culture and day-to-day operations of our company, and to engaging in collaborative projects which advance the broader development goals of the United Nations, particularly the Sustainable Development Goals. HCL Technologies has made a clear statement of this commitment to our stakeholders and the general public. |
| 4 | NASSCOM | HCL has been one of the founding members of National Association of Software Services Companies since 1999 and has extended its vitality towards the apex Chamber of Software Service Companies in India as well as across its Global Trade contours. |
| 5 | Other Industry Associations | HCL has an active association with most country-specific trade bodies and institutions like CII, FICCI, IGCC, IFCCI, AIMA, Indo-Spanish Chamber of Commerce & Industry, Swiss India Business Hub, Business Sweden, and works very closely with Department of International Trade, Invest India, Sweden Trade and Invest, Invest in Denmark, Australian Trade and Investment Commission (Austrade), Invest in Hessen (“HTAI”), Germany Trade & Invest (“GTAI”), Invest in Bavaria, Invest in Saxony, Invest in Lower Saxony, Invest in Romania, Invest in Spain, British Chambers of Commerce, London & Partners, Portuguese Trade and Investment Agency, Eschborn Economic Development Agency, Frankfurt RheinMain, Netherlands India Chamber of Commerce & Trade, Netherlands Foreign Investment Agency, Invest in Holland, Flanders Investment and Trade, Ireland India Business Association, Industrial Development Agency Ireland, Invest Bulgaria, Business Finland, Singapore Economic Development Board, Indian Embassies across regions where HCL has a presence, Swiss-Indo Chamber of Commerce, Invest Stockholm, Institute for Democracy and Economic Affairs Malaysia. |
| 6 | Think-tanks | HCL is a member of leading think tanks such as Chatham House, Friends of Europe (“FoE”). |

2. Provide details of corrective action taken or underway on any issues related to anti-competitive conduct by the entity, based on adverse orders from regulatory authorities.

There were no incidents pertaining to anti-competitive conduct by the Company.

Leadership Indicators:

1. Details of public policy positions advocated by the entity:

Yes, the Company believes in the public good and rightly so as part of its responsible socio-economic behaviour that is carried forward towards various platforms, advocacy channels and forums by way of lending company’s ideas, visions expertise and thought leadership. The Company has aligned itself with relevant organizations which work in the larger business / social / environmental and community interests. In addition, the Company also creates and owns innovative pieces of work and solutions.

We have not taken any specific public policy advocacy during the course of this year.

PRINCIPLE 8: Businesses should promote inclusive growth and equitable development

Essential Indicators:

1. Details of Social Impact Assessments (“SIA”) of projects undertaken by the entity based on applicable laws, in the current financial year

Not Applicable.

2. Provide information on project(s) for which ongoing Rehabilitation and Resettlement (“R&R”) is being undertaken by your entity

Not Applicable.

3. Describe the mechanisms to receive and redress the grievances of the community

HCL Foundation (“HCLF”) implements CSR projects either directly or through a partnership/collaboration model. In both models, there is a team which works closely with the communities and connects with the programme participants on a regular basis throughout the project cycle. This makes it relatively easier to establish strong communication lines and swiftly address any grievances through a dedicated SPOC. In addition, regular monitoring visits are conducted by various stakeholders connected with the programme

to ensure no bias and complete fairness. Various structured forums and platforms have also been created to further support its grievance redressal system. All assigned people on ground, are given rigorous training on the code of conduct, ethics, and child protection policies etc. as per the policies of HCLF or the concerned partner organization. Redressal on grievances is carried out as per the nature of the grievance, basis guidelines defined in the organization's policies.

4. Percentage of input material (inputs to total inputs by value) sourced from suppliers

Table: P-8.3 Input Material Sourcing

* The details reported in table below include material / software / services

| Particulars | FY 2021-22 (₹ Million) | FY 2020-21 (₹ Million) |
|--|------------------------|------------------------|
| Total input materials sourcing value | 2,36,612 | 2,16,300 |
| Directly sourced from MSMEs/ small producers (in terms of Value) | 12,516 | 9,450 |
| Sourced directly from within the district and neighbouring districts (in terms of value) | 2,09,792 | 1,89,825 |

Leadership Indicators:

1. Provide details of actions taken to mitigate any negative social impacts identified in the Social Impact Assessments (Reference: Question 1 of Essential Indicators above)

Not Applicable.

2. Provide information on CSR projects undertaken by your entity in designated aspirational districts as identified by government bodies

Table: P-8.4 CSR Projects

| S. No. | State | Aspirational District | Amount spent (In ₹) |
|--------|-----------------|-----------------------|---------------------|
| 1 | Jharkhand | Hazaribagh | 25,00,000 |
| 2 | Jharkhand | West Singhbhum | 25,00,000 |
| 3 | Gujarat | Narmada | 2,00,000 |
| 4 | Gujarat | Dahod | 2,00,000 |
| 5 | West Bengal | Murshidabad | 33,00,000 |
| 6 | Madhya Pradesh | Guna | 43,00,000 |
| 7 | Rajasthan | Karauli | 39,00,000 |
| 8 | Jammu & Kashmir | Kupwara | 20,00,000 |
| 9 | Jammu & Kashmir | Baramulla | 20,00,000 |

3. (a) Do you have a preferential procurement policy where you give preference to purchase from suppliers comprising marginalized /vulnerable groups?

Yes, the Company has a Procurement Policy which supports the development of, and will give special consideration to small, local, and diverse businesses. The definition of "diverse" is often specific to the country, however, it typically will include local minority, gender, veteran, sexual orientation, disability, economically disadvantaged, and other under-represented segments of a population.

(b) From which marginalized /vulnerable groups do you procure?

As per local regulatory requirements, HCL procures from marginalized / vulnerable groups, for example, MBE, WBE, VET, Disabled, LGBTQIA+ and small suppliers.

(c) What percentage of total procurement (by value) does it constitute?

Will start reporting from next year.

4. Details of the benefits derived and shared from the intellectual properties owned or acquired by your entity (in the current financial year), based on traditional knowledge

Not Applicable.

5. Details of corrective actions taken or underway, based on any adverse order in intellectual property related disputes wherein usage of traditional knowledge is involved

Not Applicable.

6. Details of beneficiaries of CSR Projects

Project-wise details of CSR projects is provided in Directors' Report (page 108).

The total number of beneficiaries is 3.7 Million (in India).

100% of beneficiaries are from vulnerable and marginalized groups.

PRINCIPLE 9: Businesses should engage with and provide value to their consumers in a responsible manner

Essential Indicators:

1. Describe the mechanisms in place to receive and respond to consumer complaints and feedback.

We have a dedicated client-cadence management system that enables periodic client cadences and strengthens trust as well as ensures better leadership engagement leading to higher client satisfaction. Our multi-layered client feedback framework not only captures the voice of the customer during the relationship lifecycle, but also has a well-oiled post feedback mechanism to address actions and client inputs on various dimensions.

Customer feedback is sought at both, project level on continuous basis and account level on annual basis. We reach out to ~4000 clients across 500+ global Accounts for feedback on our services. The survey is administered by an independent third party. The synopsis is shared with respective entities to ensure continuous improvement.

2. Turnover of products and/ services as a percentage of turnover from all products/service that carry information about

- Environmental and social parameters relevant to the product
- Safe and responsible usage
- Recycling and/or safe disposal

We offer an integrated portfolio of products, solutions, services, built around Digital, IoT, Cloud, Automation, Cybersecurity, Analytics, Infrastructure Management, and Engineering Services, amongst others. All our services and products are designed to improve the environmental and/or social performance of our customers.

3. Number of consumer complaints

Table: P-9.2 Number of consumer complaints

| Particulars | FY 2021-22 | | | FY 2020-21 | | |
|--------------------------------|--------------------------|---|---------|--------------------------|---|---------|
| | Received during the Year | Pending resolution at the end of the Year | Remarks | Received during the Year | Pending resolution at the end of the Year | Remarks |
| Data privacy | Nil | - | - | Nil | - | - |
| Advertising | Nil | - | - | Nil | - | - |
| Cyber-security | Nil | - | - | Nil | - | - |
| Delivery of essential services | Nil | - | - | Nil | - | - |
| Restrictive Trade Practices | Nil | - | - | Nil | - | - |
| Unfair Trade Practices | Nil | - | - | Nil | - | - |
| Other | Nil | - | - | Nil | - | - |

4. Details of instances of product recalls on account of safety issues

Not Applicable.

5. Does the entity have a framework / policy on cyber security and risks related to data privacy? If available, provide a web link to the policy

Yes. HCL is certified to ISO / IEC 27001:2013 and assessed for SOC 1 & SOC 2, Type II at the entity level and has a well-established Information Security framework based on ISO 27001:2013. Information Security Management System policies, processes and guidelines are established to ensure confidentiality, integrity, and availability of HCL and customer data. These security policies are uploaded at intranet portal and compatible with the strategic direction of the company.

HCL has a documented Global Privacy Policy addressing both data controller and data processor requirements, always approved by Senior Management and accessible to employees through the inter-company portal addressing the risks related to data privacy. Infosec and Privacy policies are reviewed annually.

6. Provide details of any corrective actions taken or underway on issues relating to advertising, and delivery of essential services; cyber security and data privacy of customers; re-occurrence of instances of product recalls; penalty / action taken by regulatory authorities on safety of products / services

HCL has a well-defined, approved Information Security Incident Handling Procedure implemented across all projects and departments. Security incidents, including privacy incidents, are reported to the Information Security Incident Handling team, analysed for the root cause, and corrective and preventive action is taken till the issue is closed. Additionally, HCL has developed an online tool for logging security incidents. For the reporting year, all security incidents have been closed as per HCL's HR disciplinary action policy. Security Incident Information is confidential to HCL and its customers, and hence cannot to be disclosed.

Leadership Indicators:

1. Channels / platforms where information on products and services of the entity can be accessed (provide web link, if available).

<https://www.hcltech.com/engineering-rd-services>

<https://www.hcltech.com/it-and-business-services>

<https://www.hcltech.com/our-mode-1-2-3-strategy>

<https://www.hcltech.com/ecosystem>

<https://www.hcltech.com/products-platforms>

2. Steps taken to inform and educate consumers about safe and responsible usage of products and/or services.

Not Applicable.

3. Mechanisms in place to inform consumers of any risk of disruption/discontinuation of essential services.

Not Applicable.

4. Does the entity display product information on the product over and above what is mandated as per local laws? Did your entity carry out any survey with regard to consumer satisfaction relating to the major products / services of the entity, significant locations of operation of the entity or the entity as a whole?

Not Applicable.

5. Provide the following information relating to data breaches:

a. Number of instances of data breaches along-with impact - 158

b. Percentage of data breaches involving personally identifiable information of customers – 7.5%

Independent Assurance Statement

The Management and Board of Directors

HCL Technologies Limited
NOIDA, India

Scope

We have been engaged by HCL Technologies Limited to perform independent assurance, as defined by International Standards on Assurance Engagements (ISAE 3000), hereafter referred to as the engagement, to report on HCL Technologies Ltd Business Responsibility and Sustainability Report (BRSR) FY 22 (the "Subject Matter") for the period from 01st April 2021 to 31st March 2022.

Other than as described in the preceding paragraph, which sets out the scope of our engagement, we did not perform assurance procedures on the remaining information included in the Report, and accordingly, we do not express a conclusion on this information.

Criteria applied by HCL Technologies Limited

In preparing the Business Responsibility and Sustainability Report (BRSR) FY 22, HCL Technologies Limited applied the Securities and Exchange Board of India (SEBI) BRSR guidelines. As a result, the subject matter information may not be suitable for another purpose.

HCL Technologies Limited's Responsibilities

HCL Technologies Limited management is responsible for selecting the Criteria, and for presenting the Business Responsibility and Sustainability Report (BRSR) FY 22 in accordance with that Criteria, in all material respects. This responsibility includes establishing and maintaining internal controls, maintaining adequate records, and making estimates relevant to the preparation of the subject matter, such that it is free from material misstatement, whether due to fraud or error.

EY's Responsibilities

Our responsibility is to express a conclusion on the presentation of the Subject Matter based on the evidence we have obtained.

We conducted our engagement in accordance with the International Standard for Assurance Engagements Other Than Audits or Reviews of Historical Financial Information ('ISAE 3000'). The terms of reference for this engagement as agreed with HCL Technologies Limited. The Subject Matter is presented in accordance with the Criteria, and to issue a report. The nature, timing, and extent of the procedures selected depend on our judgment, including an assessment of the risk of material misstatement, whether due to fraud or error.

We believe that the evidence obtained is sufficient and appropriate to provide a basis for our limited assurance conclusions.

Our Independence and Quality Control

We have maintained our independence and confirm that we have met the requirements of the Code of Ethics for Professional Accountants issued by the International Ethics Standards Board for Accountants, and have the required competencies and experience to conduct this assurance engagement

EY also applies International Standard on Quality Control 1, Quality Control for Firms that Perform Audits and Reviews of Financial Statements, and Other Assurance and Related Services Engagements, and accordingly maintains a comprehensive system of quality control including documented policies and procedures regarding compliance with ethical requirements, professional standards, and applicable legal and regulatory requirements.

Description of procedures performed

Procedures performed in a limited assurance engagement vary in nature and timing from and are less in extent than for a reasonable assurance engagement. Consequently, the level of assurance obtained in a limited assurance engagement is substantially lower than the assurance that would have been obtained had a reasonable assurance engagement been performed. Our procedures were designed to obtain a limited level of assurance on which to base our conclusion and do not provide all the evidence that would be required to provide a reasonable level of assurance.

Although we considered the effectiveness of management's internal controls when determining the nature and extent of our procedures, our assurance engagement was not designed to provide assurance on internal controls. Our procedures did not include testing controls or performing procedures relating to checking aggregation or calculation of data within IT systems.

A limited assurance engagement consists of making enquiries, primarily of persons responsible for preparing the Business Responsibility and Sustainability Report (BRSR) FY 22 and related information and applying analytical and other appropriate procedures

Our procedures included:

- Conducted interviews with select personnel at manufacturing units and corporate teams to understand the process for collecting, collating and reporting the subject matter as per Standards and Securities and Exchange Board of India (SEBI) BRSR guidelines;
- Checked that the calculation criteria have been correctly applied in accordance with the methodologies outlined in the Criteria;
- Undertook analytical review procedures to support the reasonableness of the data
- Review of relevant data, on a selective test basis, for the following units/ locations, through consultations with the site team and sustainability team;
 - Noida(Corporate Office)
 - Chennai
 - Bengaluru
- Review of data on a sample basis, at the above-mentioned locations, pertaining to the following disclosures of BRSR guideline
 - Environmental Topics: Energy (P6.1, P6.9), Water (P6.2), Emissions (P6.4, P6.12), Waste (P6.5);
 - Social Topics: New employee hires and employee turnover (General disclosure), Unions of associations (P3.5), Performance and Career Development Reviews (P3.7), No. of CSR projects in aspirational districts (P8.4), Total beneficiaries of CSR Projects (P8.6)
- Execution of an audit trail of claims and data streams, on a selective test basis, to determine the level of accuracy in collection, transcription and aggregation processes followed;
- Review of the Company's plans, policies and practices, pertaining to their social, environment and sustainable development, so as to be able to make comments on the fairness of Business Responsibility and sustainability reporting.
- Review of the Company's approach towards materiality assessment disclosed in the Report
- to identify relevant issues
- Review of select qualitative statements in various sections of the Business Responsibility and Sustainability Report (BRSR) FY 22.

We also performed such other procedures as we considered necessary in the circumstances

Emphasis of matter

The assurance scope excludes:

- Data and information outside the defined reporting period (1st April 2021 to 31st March
- 2022)
- Data and information on economic and financial performance of the Company

- Data, statements and claims already available in the public domain through Annual Report, Business Responsibility and Sustainability Report (BRSR) FY 22, or other sources available in the public domain
- The Company's statements that describe the expression of opinion, belief, inference, aspiration, expectation, aim or future intention provided by the Company
- The Company's compliance with regulations, acts, guidelines with respect to various regulatory agencies and other legal matters

Our Conclusion

Based on our procedures and the evidence obtained, we are not aware of any material modifications that should be made to the Business Responsibility and Sustainability Report (BRSR) FY 22 for the period from 01st April 2021 to 31st March 2022, in order for it to be in accordance with the Standards and Securities and Exchange Board of India (SEBI) BRSR guidelines.

Restricted use - This report is intended solely for the information and use of HCL Technologies Limited and is not intended to be and should not be used by anyone other than HCL Technologies Limited.

For and on behalf of Ernst & Young Associates LLP

Shailesh Tyagi

16th June 2022

Mumbai, India