Diversity, Equity, and Inclusion Policy

NTT DATA EMEAL

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01. Introduction

At NTT DATA EMEAL, we believe in people's **Uniqueness** and the value that each of us can add to society. We work every day to guarantee equal opportunities within the company, and to guarantee that people feel included and respected in the NTT DATA community, regardless of their gender, sexual orientation, religion, culture, nationality, disability, age, or other personal and social characteristics.

This document presents the guidelines to ensure diversity, equity, and inclusion (DEI) within all NTT DATA EMEAL operating companies.

Being a global policy, with a broader and generic view of the main need of the company, this document does not exclude the need for each country, to have a local DEI strategic plan, focused on the local needs and programs, always aligned with the global policy.

It is important to share this policy with all the EMEAL employees, to ensure their compliance, and to foster them to use the conciliation measures and benefits, as well as they are allowed by the work demands and applicable law.
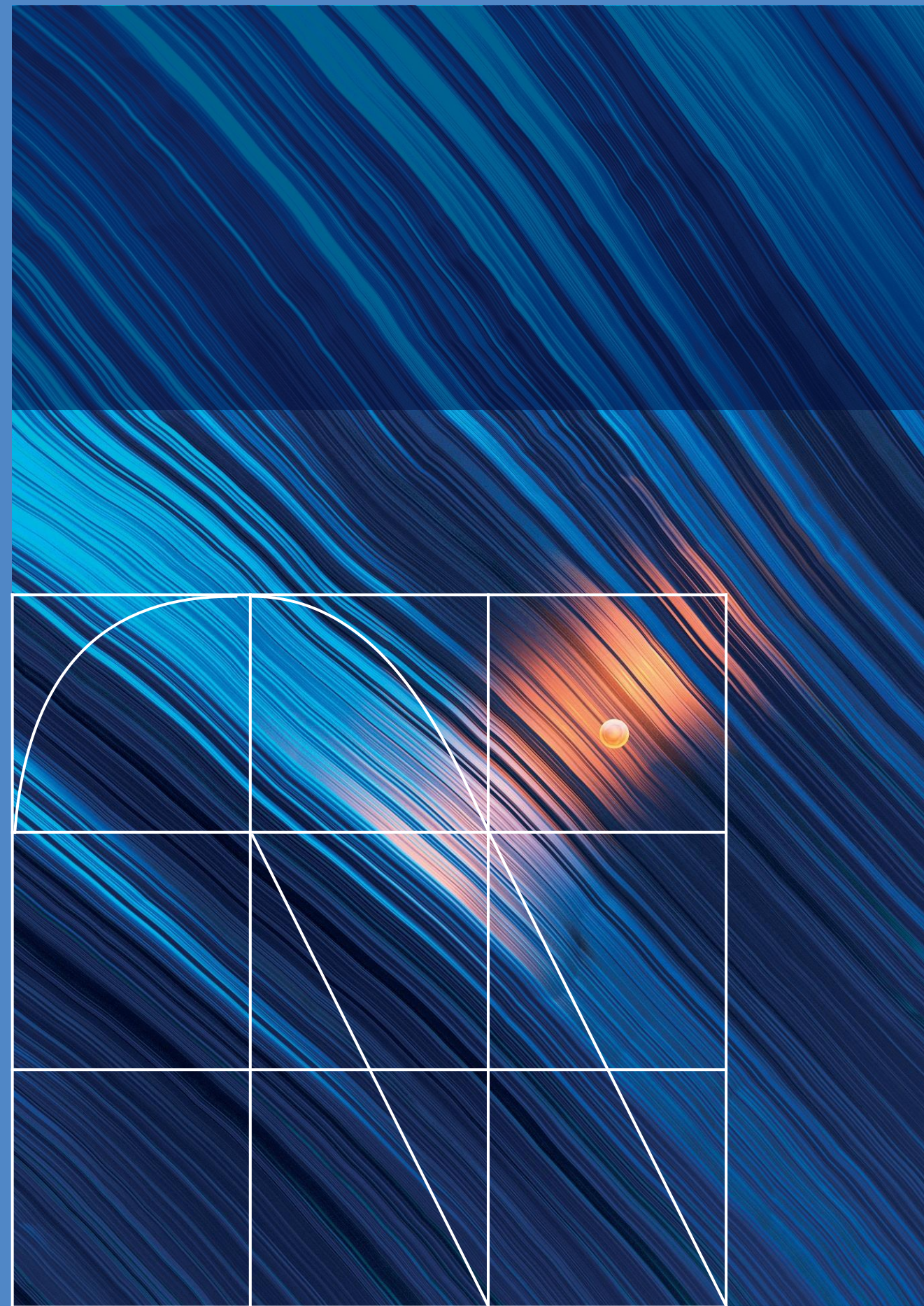
02. NTT DATA CORPORATION Diversity, Equity, and Inclusion Statement

We have completed a year of important changes for the integration and unification of the previous everis and the NTT DATA EMEA, under the same brand, NTT DATA EMEAL.

With this change, we align our DEI strategy with the mission and guidelines of NTT DATA CORPORATION, unifying our efforts for a more diverse and inclusive company.

Bloom the Power of Diversity

Mission

Using information technology to create new paradigms and values, helps contribute to a more affluent and harmonious society.

NTT DATA, whose mission resonates with its global members and clients, has a cultural foundation of diversity, equity, and inclusion.

The effort of deriving the optimal solution from rapidly evolving technology options for each client is our innovation which blooms like a circle around our clients with the depth of different perspectives brought by our people.

We will further promote respectful work environments to maximize the capabilities of each person and work to create continuous value for all.

Guidelines

Creating an organization where each employee is approached fairly, is engaged in their role, and is long-tenured by focusing on all aspects of diversity.

Valuing the uniqueness of employees and connecting new perspectives and ideas created by our global team members to provide services to a wide range of clients.

Fostering an inclusive environment where employees can bring their true selves to work, harmonizing social demands, and developing into an advanced and responsible company that contributes to both the local and global communities.

03. Principle Statement

> We will keep working and improving DEI at the company and in society by using a personalized approach, considering the authenticity and Uniqueness of each person, and their impact on the world.

Uniqueness

At NTT DATA EMEAL, we focus on the concept that we all are unique, and each people have different strengths that can contribute to improving our society.

For us, Diversity means honouring and embracing our **singularity**, enhancing the feeling of belonging. We believe that by valuing the company's diversity, creating conditions for inclusion and equity, and respecting the individuality of each professional, we are also creating conditions to improve our creativity and innovation.

We are committed to ensuring equal opportunities for every person, being transparent and coherent in our decisions, and being able to understand and explain the differences in conditions or particularities between people.

Uniqueness

The value of Diversity

Culture

At NTTDATA EMEAL we believe in people and in their ability to fully develop their talent and **Uniqueness**, contributing to their personal evolution and from there contributing to the common purpose.

We believe that when we create a flexible, collaborative, and human-centered work environment where we match the right people to the right challenge, at the right moment, they can show their full potential and **engagement**.

We have a culture of **collaboration**, with a shared bigger purpose:

"Building an exceptional company that positively impacts our people, clients, external partnerships, society, and planet".

And a clear mission:

*"Use information technology to create new paradigms and values that will help us to contribute to a more prosperous and harmonious society "creating an inclusive and equity culture, that recognize and value diversity through a **curious** mindset.*

Alignment with the United Nations Sustainable Development Goals

The DEI global strategy, presented in this policy, is aligned with the United Nations Sustainable Development Goals of the 2030 Agenda.

As signatories of the United Nations Global Compact, we foster diversity, equity, and inclusion to build a more diverse and inclusive future where new generations can be who they are at their full potential and they can enjoy prosperous and fulfilling lives, aligned with the universal principles of human rights.

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04. Purpose

The purpose of the DEI Policy is to align the organization with the DEI strategy, having a positive impact on the lives of our professionals and the surrounding society.

"We keep breaking stereotypes and awakening our Uniqueness!"

05. DEI Global Strategy 2023/2025

Our commitment to DEI is based on the following guidelines:

Awareness

We believe that the first step to fostering DEI at the company is to aware people of the circumstances that can potentiate conscious or unconscious discrimination and some groups' privileges.

At NTT DATA EMEAL we develop some specific campaigns, internal communications, and training to raise awareness of the value of diversity and the importance of being inclusive, working on unconscious bias and cultural stereotypes, and promoting the celebration of the individual as a unique person.

In addition to raising professionals' awareness of specific topics, these measures aim to align the entire company in accordance with the DEI strategy.

Special focus on key processes

Effective talent management is essential to increase DEI at companies.

We are focused on developing **top-down policies and practices** to avoid any discriminatory bias, especially in key processes such as recruiting and promotions, involving influence groups, such as mentors and NTT DATA ambassadors.

Recruitment

The recruitment process is, most of the time, the first contact with the company. It's a moment where we get to know the candidates, but we also present the company and its culture to the candidates. For this reason, we want to assure that:

- The recruitment teams are aware to avoid any prejudice during the recruitment process, and that they have access to training and tools to ensure diversity and equity in the process.

- Leaders and Executives involved in the staffing process are aware of their role, in fostering and promoting diversity on the teams.

- It is important that new professionals are aware of our DEI policy, and that they know the DEI programs that can apply to them. The moment when the new employee joins the company is the ideal moment to share the policy to ensure compliance.

Promotion

The promotion process is a significant moment for people and the company. It is essential to assure that all the leaders and Executives involved in the process are aware of the bias and the prejudices that can affect the process itself.

For this reason, it is critical to:

- Promote the DEI training for all the Leaders and Executives involved in the process.

- Review the key process moments and analyze global and local KPIs to create an action plan that fosters sustainable DEI at the company.

- Break down barriers and identify reference models to encourage the professional development of women, and minority groups, at the highest levels of the company.

University | Training

We believe that training is one of the most important ways to create awareness of DEI and to help our people to minimize their unconscious bias in the decisions processes.
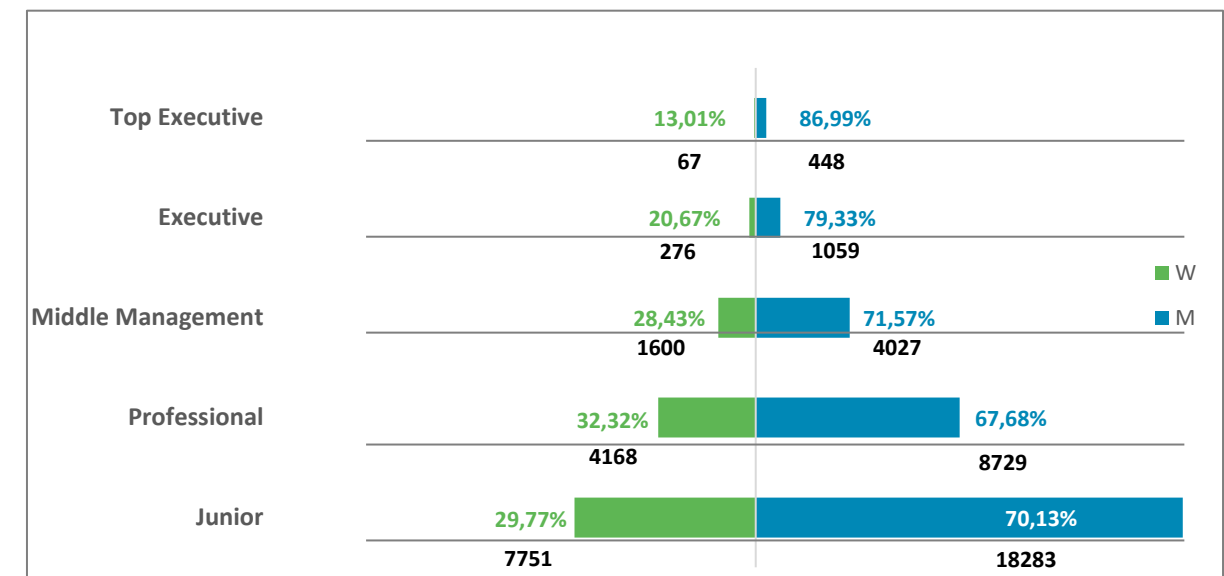
Living a transition moment, and integrating new offices at the company, we are committed to:

- Assure that the content and messages are inclusive and transversal to all the training courses.

- Work on the evolution of the training platforms to a more accessible and inclusive platform, ensuring accessible content for any disability or need for visual, auditory, or cognitive adaptation.

- Foster the understanding of Diversity in all its dimensions (gender, disability, sexual orientation, age, culture, religion, etc.).

- Promote understanding between cultures and equip our people with the tools necessary for the development of a global mentality and to work effectively within all cultures, virtually or in person.

- Ensure that the messages conveyed by the local formations are aligned with the global strategy.

Gender Equity

At NTT DATA EMEAL, we guarantee pay equity between the professional categories and we do not discriminate against our employees by gender or any other diversity variable.

However, there is a gender imbalance in the gender equity pyramid due to a shortage of women in STEAM disciplines and the consultancy sector.

	W	M
Top Executive	13,01% (67)	86,99% (448)
Executive	20,67% (276)	79,33% (1059)
Middle Management	28,43% (1600)	71,57% (4027)
Professional	32,32% (4168)	67,68% (8729)
Junior	29,77% (7751)	70,13% (18283)

Gender Equity Pyramid (March 22)

To reduce this imbalance that is more evident in the Executive Categories, we need to assure the commitment of the Executive Team to the DEI Policy and to develop a global framework for gender diversity that address the following measures:

Women Empowerment

- Promote internal and external talks to motivate and potentiate the female talent at the organization.

- Develop specific programs to accelerate female growth at the company.

- Develop mentoring programs that foster female talent at the company.

Inclusive Leadership.

- Promote internal and external references of success at the company.

- Develop specific DEI programs and training for the references, to reduce bias and improve inclusive communication.

Structures and Policies

- Due to the specifications of the STEAM market, it is difficult to ensure that the same number of female CVs are presented for the vacancies, especially when we talk about Executive positions.

- However, we must approach as closely as possible the gender equity of the candidates presented for the open positions.

Objectives for women HC FY'25
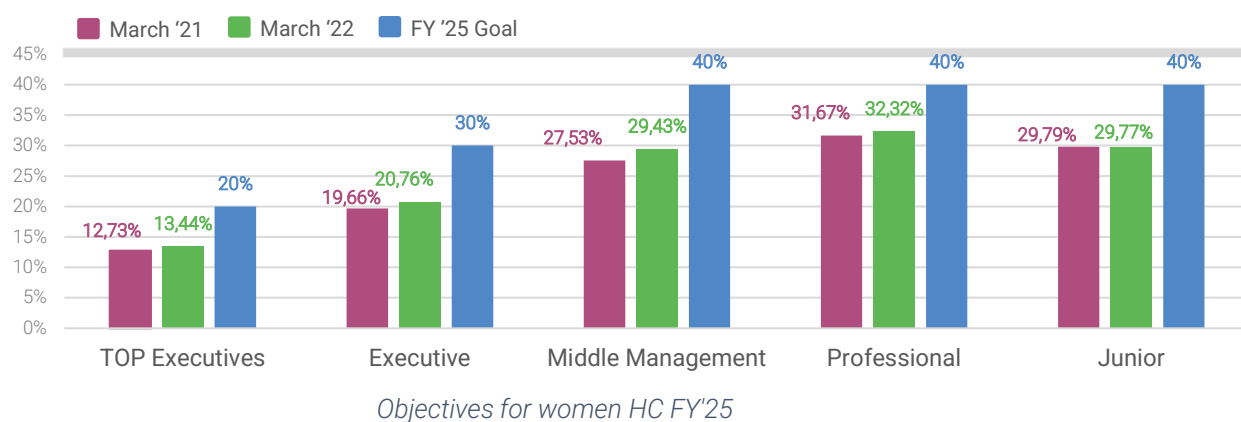
At NTT DATA we are committed to our people's development. As referred before, promotion is a key process to assure diversity at the company.

Due to the gender imbalance in the Executive Team, it's essential to review the mission of the women at the company ensuring equal opportunities in the promotion processes.

To counter the trend, and to increase the % of women at the company, the best practice is to present the same % of women candidates in the promotion processes as it was presented in the previous category.

Considering the imbalance in the gender equity pyramid, the global gender framework is focused on the Executives categories.

	% Women	% Men		% of female candidates to Directors	% of female candidates to Managers
Directors	18%	82%	**At least**	30.1%	29.6%
Managers	30.1%	69.9%			
Leaders	29.6%	70.4%			

Former everis HC by March'22

% of female candidates to be presented for promotion, based on the HC from the previous category

Measures to reconcile professional, family, and personal life

Historically women are the ones that are more impacted by parenting and by the need to support family members as the main caregiver.

To support mothers and fathers throughout the cycle of parental experience, we developed a parental program (Parent, We care), creating conditions to conciliate the personal and the professional life, minimizing the negative impact of having double, very demanding roles: caregivers and professional.

Also, we implemented the Be Flex model that facilitates the conciliation of professional life with the role of caregiver of elder family members. It is intended to extend this model to all NTT Data EMEAL countries, with the appropriate local adaptations.

Governance model

Gender equity is one of the main focuses of DEI's global strategy, until 2025. For this reason, it is important to have a strong commitment from the CEO and Country Managers to follow the agenda and the KPIs.

Every time that is possible it is recommended to review gender KPIs monthly also at the country level.

People with Disability | Accessibility

Working on the accessibility of our internal tools and the integration of people with disabilities in the company is a priority framework for the year 2023.

At NTT Data we are committed to creating a safe and welcoming space for people with disabilities, where they can show their full potential.
Knowing the limitations of the STEAM market, we encourage the professional training of people with disabilities in the countries, and we keep working on:

- Focus on the professionals' strengths and their added value to the company, seeing the person beyond their disability.

- Provide **all the necessary adjustments** so that people with disabilities can carry out their work masterfully and in terms of full inclusion.

- Develop partnerships with organizations that can help us to understand how to be a more inclusive and accessible company.

- Promote local programs for the hiring, training, and inclusion of people with disabilities.

Race, Ethnicity, and Nationality

As NTT DATA EMEAL, we are in 23 countries, and we have people from more than 90 nationalities working with us. We understand that our diversity makes us culturally very rich, innovative, and creative, but also, very different from each other in our habits and beliefs.
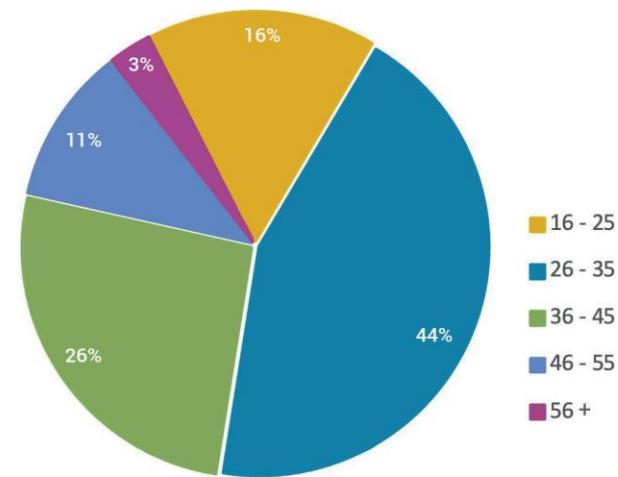
To avoid any type of discrimination by race, ethnicity, or nationality, we believe on:

- Raise awareness and foster respect for the coexistence of different origins, cultural conducts, and religious beliefs within the company.

- Develop strategies and actions to reduce cultural and religious prejudice.

- Spread information about the culture of racism and the history of different races and ethnicities.

- Create awareness about racial and ethnic discrimination and injustice throughout society.

- Cultivate diversity and tackle unconscious bias at all levels within the company.

- Create genuinely safe spaces where people can share their experiences openly.

Generational Diversity

The STEAM sector is known for being a young sector, in continuous growth, demanding a fast ability of knowledge recycling from their professionals.

In March'22, the average age of NTT DATA EMEAL professionals is 34.69 years. 70% of our professionals are between 26 and 45 years old, most of them belonging to generation Y (Millennials), followed by 16% already belonging to Generation Z, and 14% of professionals over 46 years old.

The company's age heterogeneity, require us to pay attention to our multigenerational team's work dynamics. To pay attention to the different generations' characteristics, needs, and motivations, when we talk about Talent and Team management.

To manage these emerging differences, we are committed to:

- Raise awareness among leaders about the challenge of managing multigenerational teams and about the different perspectives and concerns of each generational group.

- Invest in mentoring processes, promoting the coexistence of generations within project teams, guaranteeing the transmission of knowledge, and the reduction of preconceptions and stereotypes among the age groups.

- Continue to promote a culture of training and knowledge recycling.

- Involve professionals of all age groups, in reflection and awareness about the existence of gender discrimination in the labor market.

Age distribution (March'22)

16 - 25
26 - 35
36 - 45
46 - 55
56 +

16%
3%
11%
26%
44%

LGBTQ+ Community

At NTT DATA EMEAL we don't tolerate any type of discrimination or harassment due to sexual orientation or gender identity. For this reason, we are continually working to:

- Enhanced knowledge of concepts related to sexual and gender diversity.
- Raise awareness and normalize LGBTQ+ people's presence in the workplace.
- Create a work environment where LGBTQ+ people can feel safe and included.
- In cases where dress codes are applicable, they should be revised to avoid gender stereotypes. People should be allowed to use clothes accordingly to their identification.
- Improve the internal protocol that allows transgender employees to change their social name while their legal reassignment process is ongoing.
- Create an equal conciliation benefits system for the LGBTQ+ people, at the company.

The world is changing concerning LGBTQ+ persons, and their place in society and the workplace. With these guidelines, we aim to contribute towards an equal world for all through the ending of the inequalities, exclusion, and discrimination that LGBTQ+ persons face in the world of work.

Promote and Aligning Local Actions

One of the biggest purposes of this document is to encourage the countries to develop their local strategic plan, with local programs and initiatives, aligned with the DEI global strategy.

From the DEI global team, we are committed to ensuring DEI Policy compliance and to making all the efforts to share the existent programs and initiatives through the different countries, helping and facilitating their implementation.

Communication

Internal and external communications are important tools to spread DEI information, create awareness, align the local actions, and position as a diverse and inclusive brand and employer, that we are.

Understanding the significance of these tools, we are committed to reviewing all our internal and external communication to ensure that it is inclusive and accessible in all its formats.

Also, we encourage the use of identification pronouns at our work platforms to ensure respect for the worker's identity, as well as the use of gender-neutral language in formal and informal communications.

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06. Responsibilities

Annual policy revision and updates: Global Head of Culture, Talent, and Diversity.
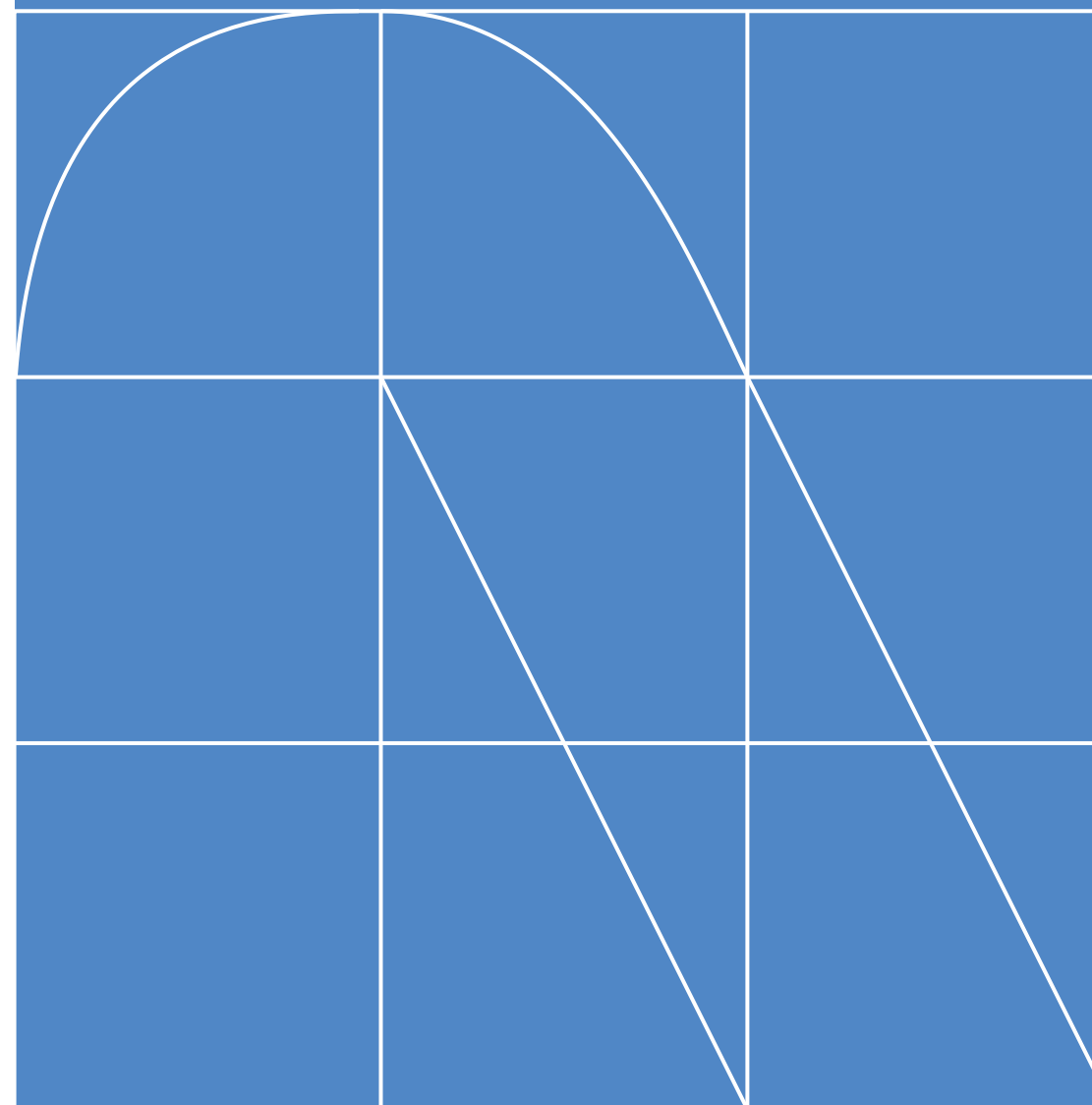
Development of a triennially strategic plan to assure that the DEI policy is applied.

Ensure that this policy has the full commitment of all levels of the organization, especially the executive team

DisCapacidad
Género
Generación
Uniqueness
LGBTQ+
Inclusión
Equidad
Identidad
Diversidad
Confianza
Igualdad
Religión
Seguridad Psicológica
Accesibilidad
Nacionalidad
Cultura
Raza
Etnia

Flora García
Global Head of People | NTT Data Europe & LATAM

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Uniqueness

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