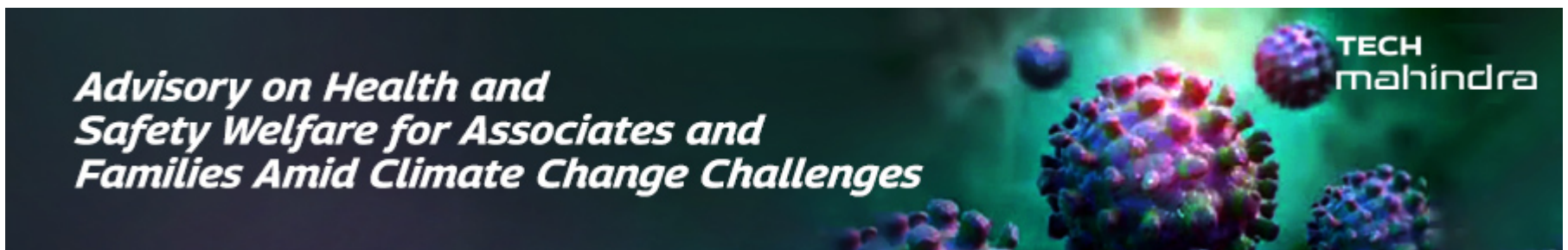


From: Priju Ayanky
Sent: Monday, January 6, 2025 4:42 PM
To: Vrinda Pisharody; Shalini J2; Harsha Sastry; Internal Communications
Cc: Vinay Agrawal (HR); Lucius Lobo
Subject: RE: Draft Note : Vrinda / HR to Edit for the specifics.



Advisory on Health and Safety Welfare for Associates and Families Amid Climate Change Challenges

In light of climate change and severe winters, recent reports from China highlight a rise in respiratory illnesses over the past few weeks, along with a current surge in Influenza virus, RSV and HMPV (Human metapneumovirus) cases.

In view of the above, the Indian Central Government agencies have set up a Joint Monitoring Group (JMG) and also consulted WHO for information progress relay around the same.

As a preparedness and awareness measure, we have compiled a list of best practices recommended by health and welfare authorities. **Additionally, reach out to your BHRs for more information on medical privileges and support available for Tech Mahindra employees & families.**

DO's:

- Cover your mouth and nose with handkerchief/ tissue paper when you cough or sneeze
- Wash your hands often with soap and water or alcohol-based sanitizer
- Avoid crowded places; stay at more than an arm's length from persons affected with flu
- Stay away from public places if you have fever, cough & sneezing

DON'Ts:

- Shaking hands
- Reuse of tissue paper and handkerchief
- Close contact with sick people

- Drink plenty of water and eat nutritious food
- Adequate ventilation with outdoor air is recommended in all settings to reduce the transmission
- Stay at home and limit contact with others if you're sick
- Sleep well

- Frequent touching of eyes, nose & mouth
- Spitting in public spaces
- Taking medicines (self medication) without consulting the physician

Tech Mahindra as an organization considers People Wellness and Safety as the priority. **Considering the situation**, it is important for you to know the support the organization provides to you and your family.

As a practice, associates who are unwell may opt to consult a registered medical practitioner and avail leave.

From a business continuity perspective people managers may consider work from home as per the contractual and customer permitted under these situations following their respective continuity plans and strategies. BHR may be consulted for necessary administrative support.

Corporate Services – Security teams across India location buildings post assessment of the ongoing situation would conduct door screening checks as a vigilance practice in light of ensuring people safety, wellness within the premises not limited to associates but also suppliers, contractors, and visitors.

Tech Mahindra Emergency Help Desk

Country/ Regions	Toll Free Numbers
India	1800-266-8926
USA	1844-424-8338
UK	0800-0315-687
Australia	1800-317-018
ROW	+91-20-66878111
Short dial in TechM premises	7776/7779

From: Vrinda Pisharody <vrindap@TechMahindra.com>

Sent: Monday, January 6, 2025 1:42 PM

To: Shalini J2 <SJ00911150@TechMahindra.com>; Harsha Sastry <Harsha.Sastry@TechMahindra.com>; Internal Communications <intcomms@TechMahindra.com>

Cc: Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>; Lucius Lobo <lucius@TechMahindra.com>

Subject: RE: Draft Note : Vrinda / HR to Edit for the specifics.

Wait- will edit..



VRINDA PISHARODY

Internal Communications | Rewards and Recognitions

+91 20 6601 8296 | +91 75 07 100 041

Follow me @[vrindapisharody](#) and on [SPARK](#)

K for D

I am not fat, I am just. Easier to see.

From: Shalini J2 <SJ00911150@TechMahindra.com>

Sent: Monday, January 6, 2025 12:45 PM

To: Harsha Sastry <Harsha.Sastry@TechMahindra.com>; Internal Communications <intcomms@TechMahindra.com>

Cc: Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>; Vrinda Pisharody <vrindap@TechMahindra.com>; Lucius Lobo <lucius@TechMahindra.com>;

Shalini J2 <SJ00911150@TechMahindra.com>

Subject: RE: Draft Note : Vrinda / HR to Edit for the specifics.

Final text, once okayed, Priju will help with a creative:

Advisory on Health and Safety Welfare for Associates and Families Amid Climate Change Challenges

In light of climate change and severe winters, recent reports from China highlight a rise in respiratory illnesses over the past few weeks, along with a current surge in Influenza virus, RSV and HMPV (Human metapneumovirus) cases.

In view of the above, the Indian Central Government agencies have set up a Joint Monitoring Group (JMG) and also consulted WHO for information progress relay around the same.

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DO's:

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- Stay away from public places if you have fever, cough & sneezing
- Drink plenty of water and eat nutritious food
- Adequate ventilation with outdoor air is recommended in all settings to reduce the transmission
- Stay at home and limit contact with others if you're sick
- Sleep well

DON'Ts:

- Shaking hands
- Reuse of tissue paper and handkerchief
- Close contact with sick people
- Frequent touching of eyes, nose & mouth
- Spitting in public spaces
- Taking medicines (self medication) without consulting the physician

Tech Mahindra as an organization considers People Wellness and Safety as the priority. **Considering the situation**, it is important for you to know the support the organization provides to you and your family.

As a practice, associates who are unwell may opt to consult a registered medical practitioner and avail leave.

From a business continuity perspective people managers may consider work from home as per the contractual and customer permitted under these situations following their respective continuity plans and strategies. BHR may be consulted for necessary administrative support.

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UK	0800-0315-687
Australia	1800-317-018
ROW	+91-20-66878111
Short dial in TechM premises	7776/7779

Warm regards,
Shalini
Team IC



From: Shalini J2 <SJ00911150@TechMahindra.com>

Sent: Monday, January 6, 2025 10:22 AM

To: Harsha Sastry <Harsha.Sastry@TechMahindra.com>; Internal Communications <intcomms@TechMahindra.com>

Cc: Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>; Vrinda Pisharody <vrindap@TechMahindra.com>; Lucius Lobo <lucius@TechMahindra.com>

Subject: RE: Draft Note : Vrinda / HR to Edit for the specifics.

Sure,

HR to spell out all the available resources at associates' disposal please

Please see if below works, we will make a creative accordingly

Advisory on Health and Safety Welfare for Associates and Families Amid Climate Change Challenges

In light of climate change and severe winters, recent reports from China highlight a rise in respiratory illnesses over the past few weeks, along with a current surge in Influenza virus, RSV and HMPV (Human metapneumovirus) cases.

In view of the above, the Indian Central Government agencies have set up a Joint Monitoring Group (JMG) and also consulted WHO for information progress relay around the same.

As a preparedness and awareness measure, we have compiled a list of best practices recommended by health and welfare authorities. Additionally, a quick reference to the medical privileges and support available for associates and their families is provided below.

DOs:

- Cover your mouth and nose with handkerchief or tissue paper, when you cough or sneeze.
- Wash your hands often with soap and water or alcohol-based sanitizer
- Avoid crowded places; stay at more than an arm's length from persons affected with flu.
- Stay away from public places if you have fever, cough and sneezing.
- Drink plenty of water and eat nutritious food.
- Adequate ventilation with outdoor air is recommended in all settings to reduce the transmission
- Stay at home and limit contact with others if you are sick
- Sleep well

DON'Ts

- Shaking hands
- Reuse of tissue paper & handkerchief
- Close contact with sick people
- Frequent touching of eyes, nose & mouth
- Spitting in public places
- Taking medicines (self-medication) without consulting the physician.

Tech Mahindra as an organization considers People Wellness and Safety as the priority. **Considering the situation**, it is important for you to know the support the organization provides to you and your family.

[Please make a list of the below – Needs correction and review]

1. Medical insurance
2. Support enabling wellness through your BHR representative for medical assistance
3. Additional support required is enabled through our Corporate Services team in case of Emergencies in coordination with the Business HR representatives
4. Medical leaves
5. Family assistance (AWT??)

As a practice, associates who are unwell may opt to consult a registered medical practitioner and avail leave.

From a business continuity perspective people managers may consider work from home as per the contractual and customer permitted under these situations following their respective continuity plans and strategies. BHR may be consulted for necessary administrative support.

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Australia	1800-317-018
ROW	+91-20-66878111
Short dial in TechM Premises	7776 / 7779

Warm regards,
Shalini
Team IC



From: Harsha Sastry <Harsha.Sastry@TechMahindra.com>
Sent: Monday, January 6, 2025 5:58 AM
To: Internal Communications <intcomms@TechMahindra.com>; Shalini J2 <SJ00911150@TechMahindra.com>
Cc: Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>; Shalini J2 <SJ00911150@TechMahindra.com>; Harsha Sastry <Harsha.Sastry@TechMahindra.com>; Vrinda Pisharody <vrindap@TechMahindra.com>; Lucius Lobo <lucius@TechMahindra.com>
Subject: FW: Draft Note : Vrinda / HR to Edit for the specifics.

Shalini / Int Comms :

As suggested by Vinay – please prepare a draft of the below.

Enclosed are the Do's and Don'ts which can be represented in the form of a table / infographic .

Best Wishes for the day

HARSHA SASTRY

Certified ESG Expert (WDC)

MBCP (DRI-USA), MBCI (BCI-UK)

Operational Resilience Professional (FQA-UK)

Organizational Resilience Specialist (FQA-UK)

CELEMI-TANGO Business Strategy Simulations (Diploma)

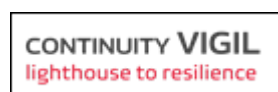
CCIO (ISAC) (Cyber Crime Intervention Officer)

CPEW [Evaluated by AICTE under NEAT 2.0 -MOE (GOI)]

Function Head - ISG

Phone : 9739593306

Email : Harsha.Sastry@techmahindra.com



BCM Info : <https://isg.techmahindra.com/Bcp.aspx>

From: Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>

Sent: Monday, January 6, 2025 2:07 AM

To: Harsha Sastry <Harsha.Sastry@TechMahindra.com>; Vrinda Pisharody <vrindap@TechMahindra.com>; Internal Communications <intcomms@TechMahindra.com>; Shalini J2 <SJ00911150@TechMahindra.com>

Cc: Lucius Lobo <lucius@TechMahindra.com>

Subject: Re: Draft Note : Vrinda / HR to Edit for the specifics.

+ Shalini (int com)

Harsha,

Do's and Don'ts can be those at individual level on the lines of Telangana advisory I shred with you.

Warm regards,

Vinay Agrawal

Head – Business HR



From: Harsha Sastry <Harsha.Sastry@TechMahindra.com>

Sent: Sunday, January 5, 2025 11:05 PM

To: Vrinda Pisharody <vrindap@TechMahindra.com>; Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>; Internal Communications <intcomms@TechMahindra.com>

Subject: RE: Draft Note : Vrinda / HR to Edit for the specifics.

Internal Comms – please help as Vrinda is on holiday

Best Wishes for the day

HARSHA SASTRY

Certified ESG Expert (WDC)

MBCP (DRI-USA), MBCI (BCI-UK)

Operational Resilience Professional (FQA-UK)

Organizational Resilience Specialist (FQA-UK)

CELEMI-TANGO Business Strategy Simulations (Diploma)

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CPEW [Evaluated by AICTE under NEAT 2.0 -MOE (GOI)]

Function Head - ISG

Phone : 9739593306

Email : Harsha.Sastry@techmahindra.com



BCM Info : <https://isg.techmahindra.com/Bcp.aspx>

From: Harsha Sastry

Sent: Sunday, January 5, 2025 11:03 PM

To: Vrinda Pisharody <vrindap@TechMahindra.com>; Vinay Agrawal (HR) <Vinay.Agrawal@TechMahindra.com>

Subject: Draft Note : Vrinda / HR to Edit for the specifics.

Subject : Climate Change Adversities - Associate & Family Health & Safety Welfare Advisory

In light of climate change and sever winters there are reports about rising cases of respiratory illnesses in China in the past few weeks and a present surge is Influenza virus, RSV and HMPV (Human metapneumovirus).

In view of the above the Indian Central Government agencies have set up a Joint Monitoring Group (JMG) and also consulted WHO for information progress relay around the same.

As a preparedness and awareness measure a list of best practices shared by the Health and Welfare authorities are listed below along with a quick reference of medical privileges and support offered to associates & families is provided below.

Do's

[Please take from Vinay's enclosed note] An artwork will be more appropriate for Do's and Don'ts.

Don'ts

[Please take from Vinay's enclosed note]

Tech Mahindra as an organization considers People Wellness and Safety as the first priority. In light of this it is important for you to know the support the organization provides to you and your family.

[Please make a list of the below – Needs correction and review]

6. Medical insurance
7. Support enabling wellness through your BHR representative for medical assistance
8. Additional support required is enabled through our Corporate Services team in case of Emergencies in coordination with the Business HR representatives
9. Medical leaves
10. Family assistance

As a practice associates who are unwell may opt to consult a registered medical practitioner and avail leave.

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Australia	1800-317-018
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Short dial in TechM Premises	7776 / 7779

Best Wishes for the day

HARSHA SASTRY

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Operational Resilience Professional (FQA-UK)

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Function Head - ISG

Phone : 9739593306

Email : Harsha.Sastry@techmahindra.com



BCM Info : <https://isg.techmahindra.com/Bcp.aspx>