

To Whom It May Concern,

The Centre for Internet and Society (CIS) is a leading policy think-tank and research centre based in Bangalore and New Delhi. We carry out research, policy analysis and advocacy on a wide range of social, political and cultural themes that are relevant to India and the Global South.

Currently, CIS is conducting primary research on the state of female employees in the Indian information technology industry towards the publication of an official report that will be internationally disseminated. This publication will present quantitative and qualitative information gathered through independent research, surveys and interviews on selected data points relating to women employed in the IT industry in India. This is important and relevant research as the software industry hosts some of the main employers of young Indian professionals, an unprecedented amount of which are women, and Indian IT companies are increasingly being looked upon as potential leaders in the creation of non-discriminatory and gender sensitive workplaces. As such, we feel that it is important that the public has access to data that accurately reflects the status of female employees employed in the IT industry and whether or not the leading Indian IT companies are leaders in creating equal opportunity workplaces for Indian women.

We have contacted your company to request your participation in a short survey. The data collected from this survey will appear in our report. The name of your company will not be kept anonymous.

In this regard, I would appreciate your responses to the following:

1. How many of your employees are women?
2. How much paid leave are employees allocated per month/per year?
3. Do you have any complaints committees in place as per the Vishaka guidelines?
4. Do you offer any support for childcare or childcare services on your work sites?

Please note that the data requested should only be for employees and offices in India.

Further, I also request your completion of the attached form, which will require you to record the approximate number of male and female employees currently employed by your company that earn a monthly salary within each of the listed income brackets. Please post the completed form as well as the answers to the above questions to CIS's Bangalore office at the following address:

No. 194, Second 'C' Cross, Domlur,  
2nd Stage, Bangalore  
Karnataka, India  
560071

Further information on our activities can be found at our website at [www.cis-india.org](http://www.cis-india.org). For specific information on this project, please feel free to contact me directly.

Thank you.

With regards,

Jadine Lannon

Policy Associate  
The Centre for Internet and Society  
[jadine@cis-india.org](mailto:jadine@cis-india.org)

