

# Virtusa Waste Policy

March 5, 2019



## Document Revisions

No.	Ver. No.	Release Date	Prepared by	Reviewed by	Approved by	Reasons for New Release
1.	1.0	03-20-14	Asitha Dias	Denver De Zylva (Director–Shared Services)	Paul Tutun (Vice President–General Counsel and Assistant Secretary)	New policy published.
2.	1.1	06-16-16	Z. Marcelline	Denver De Zylva (Vice President–Shared Services)	Paul Tutun (Vice President–General Counsel and Assistant Secretary)	Reviewed and revised.
3.	1.2	07-18-17	Z. Marcelline	Denver De Zylva (Vice President–Shared Services)	Paul Tutun (Vice President–General Counsel and Assistant Secretary)	Reviewed and revised.
4.	1.3	01-25-19	Z. Marcelline	Denver De Zylva (Vice President–Shared Services)	Paul Tutun (Vice President–General Counsel and Assistant Secretary)	Reviewed and revised.

## Virtusa Waste Policy

Our objective is to reduce, reuse, and recycle the IT and non-IT related waste generated as part of our business operations. The scope of this policy covers all facilities and buildings of Virtusa and its subsidiaries.

We are committed to

- Ensuring that all hazardous waste is disposed of legally and responsibly, in a manner that minimizes its environmental impact
- Taking into consideration the use of recyclable products and packaging in procurement
- Measuring, setting targets, and reducing the waste sent to landfill
- Identifying areas of waste production throughout the company
- Identifying the most efficient methods to reduce the production of waste and maximizing the reuse and recycling of waste material
- Collecting all recoverable material generated by our facilities and recycling them through trade outlets
- Organizing e-waste drives for employees where the proceeds are utilized for CSR projects
- Participating in initiatives such as Wealth out of Waste (WoW) where paper and plastic waste is exchanged for eco-friendly stationery
- Promoting the efficient use of environmentally-friendly materials (paper in particular) and print formats and styles

This policy will be

- Communicated to all employees, internal and external interested parties, and will be prominently displayed at all the designated areas
- Reviewed on an annual basis or when operating circumstances require it

All employees and contractors working on behalf of Virtusa or its subsidiaries are expected to follow these policies, including participating in appropriate training and awareness activities.



Kris Canekeratne  
Chairman and Chief Executive Office  
March 5, 2019