

## **Sexual Harassment & Prevention Policy**

Inductus Limited is pledged to preserving a work environment free from sexual harassment. Accordingly, hereby all the employees & stake holders are expected to religiously follow & strictly implement the 'Guidelines and norms laid down by the Hon'ble Supreme Court in Vishaka and Others Vs. State of Rajasthan and Others (JT 1997 (7) SC 384)'.

Inductus Limited has a Zero Tolerance policy towards any type of sexual harassment against its employees/suppliers/stake holders/affiliates. The Guidelines of Supreme Court 1997 order defines Sexual Harassment as any unwelcome sexually determined behaviour such as:

- 1) Physical contact and advances.**
- 2) Demand or request for sexual favours.**
- 3) Sexually coloured remarks.**
- 4) Showing pornography.**
- 5) Any other unwelcome physical, verbal or non - verbal conduct of sexual nature.**

Any complaints/suggestion in this regard will be communicated to the Head – Human Capital Management (Head – HCM) of the organization, in writing or to the Sexual Harassment Prevention Committee. The in- house Sexual Harassment Prevention Committee involves 5 employees of the organization consisting of Male & Female Employees/Stake Holders. They will in turn investigate in a time bound manner and share their findings/recommendation/s with the Head – HCM, on the basis of complaints, enquiry and findings.

All the complaints / suggestions, if any will be treated seriously, kept as confidential as much as possible and investigated fully by in-house committee of Inductus Limited.

Inductus Limited expressly forbids any retaliation against employees for reporting sexual harassment. If, however, the company finds that false charges have been filed, disciplinary action may be taken against any individual who provides false information which may extend to termination of employment of the said individual without any terminal benefits which may have accrued to such individual by reason of his/her employment with Inductus Limited.

If an investigation confirms that sexual harassment has indeed occurred, immediate action will be taken to put an end to harassment. Inductus Limited will take appropriate corrective actions against anyone, who is/are found to be in violation of this policy, including possible termination of employment apart from any other disciplinary action taken by Inductus Limited.

**Malicious Allegations:**

Where the committee 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 appropriate action as per law of land against the woman or the person making the complaint. The action recommended should be similar to the ones proposed for the respondent in case of substantiated.

**Complaints:**

While deciding malicious intent, the committee should consider that mere inability to substantiate a complaint need not mean malicious intent. Malicious intent must be clearly established through a separate inquiry.

**Confidentiality:**

The identity of the complainant, respondent, witnesses, statements and other evidence obtained in the course of inquiry process, recommendations of the committees, action taken by the employer is considered as confidential material, and not published or made known to public or media. Any person contravening the confidentiality clauses is subject to disciplinary action as prescribed in the act.

**Appeal:**

Any party not satisfied or further aggrieved by the implementation or non-implementation of recommendations made, may appeal to the appellate authority in accordance with the Act and rules, within 90 days of the recommendations being communicated.

**Please find attached the Judgement dated 13<sup>th</sup> August 1997, issued by Hon'ble Supreme Court of India for Reference & Understanding.**