

# **JYOTI STRUCTURES LIMITED**

## **Prevention of Sexual Harassment (POSH) Policy**

JSL has a zero-tolerance policy towards sexual harassment, both on and outside company premises. Some examples include but are not limited to:

- Physical contact and advances
- Expecting sexual favors
- Making sexual remarks
- Showing offensive or objectionable material
- Any unwelcome conduct of a sexual nature
- Implied or explicit promise of preferential treatment
- Implied or explicit threat of detrimental treatment
- Implied or explicit threat regarding employees' present or future employment status
- Interfering with employee's work or creating an intimidating, offensive or hostile work environment
- Humiliating an employee in the office

Employees are encouraged to report such incidents to the JSL legal or HR team at the earliest opportunity.

All information related to the incident will be kept confidential. Breaching this confidentiality clause will result in disciplinary action. JSL may consult legal professionals to ensure compliance with the Sexual Harassment of Women at Workplace Act, 2013. If the respondent is found to be guilty, immediate action will be taken with the offender being asked to leave the company with immediate effect.