

PREVENTION OF SEXUAL HARASHMENT POLICY

M/s M. G. MOHANTY

This Policy will not prejudice any rights available under the Protection of Human Rights Act, 1993. The Sexual Harassment of Women at work place (Prevention Prohibition and Redressal) Act, 2013 or any legislation.

M G Mohanty should ensure the following things will not to be done in our establishment.

- Unwelcome touching
- Sexual Assault (Attack)
- Kissing
- Coercing another person to participate in sexual intercourse or other sexual behaviors
- Impeding or blocking movements
- Any Physical interference with normal work or movement
- Sexual gestures

Dos and Don'ts to follow at work place

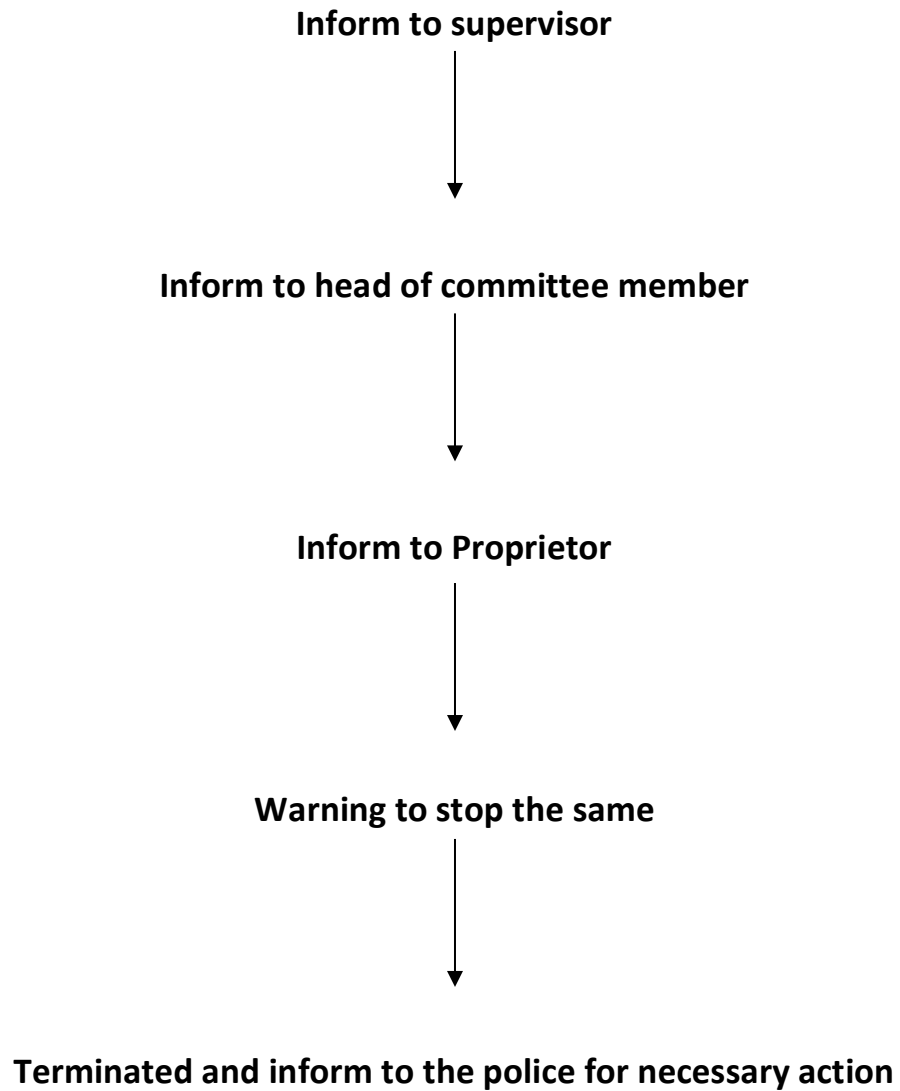
Do's

- **Women's rights are human rights.**
- **Ensure adequate personal security for employees specially for women.**
- **Do take appropriate steps at the work place to prevent sexual harassment.**
- **Do remember that sexual harassment of women has been held as violation of her fundamental rights.**

Don'ts

- **Don't ever pass sexually colored remarks on women employee.**
- **Don't treat women employee as sex objects.**
- **Don't do any physical contact and advances.**
- **Don't demand and request for sexual favours.**
- **Don't show sexually colored remarks.**
- **Don't show pornography.**

SEXUAL HARASSMENT COMPLAINT FLOW CHART



- Sd -

Shri R. L Mohanty
Managing Partner

Dated: 26.11.2016