



# Workplace Harassment Prevention Policy

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Effective- September 2018

Authorized signatory- Director (Administration)

Applicable Act- POSH Act

Applicability- This Policy applies to all workers, employees (contractual and permanent), and other stakeholders of the Bhartiya Pashupalan Nigam Limited.

## WHAT IS WORKPLACE HARASSMENT?

Any conduct based on age, disability, HIV status, domestic circumstances, sex, sexual orientation, gender reassignment, race, color, language, religion, political, trade union or other opinion or belief, national or social origin, association with a minority, property, birth or other status that is unreciprocated or unwanted and that affects the dignity of men and women at work.

A **workplace** is a location where someone works for his or her employer, a place of employment. Such a place can range from a home office to a large office building or factory.

## Policy statements of Bhartiya Pashupalan Nigam Limited

1. Workplace harassment is strictly prohibited at the bhartiya pashupalan.
2. It is advised to employees to report workplace harassment. Managers and officers are responsible for responding on report as per policy.
3. After appropriate inspection of the complaint or incidents, an appropriate action will be taken by the higher authority.
4. Details provided under the complaint will not be disclosed except to extent necessary to protect the workers, or as otherwise required by law.
5. Harassment should be immediately reported to manager or officer of the company.