

# SUDITI INDUSTRIES LTD.



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## **Prevention of Sexual harassment and Equal opportunities Policy**

Suditi Industries Limited (SIL) is pledged to preserving a working environment free from sexual harassment. Harassment is against the law and is a form of gender discrimination. The aim of this policy is to prevent harassment of any kind by anyone employed by or associated with the company. Further the company also committed to provide equal opportunities to all the employees irrespective of their gender, caste creed or religion and prevent any form of discrimination against any employee working directly or indirectly with the company.

“Sexual harassment consists of unwelcome sexual advances, requests for sexual favors or unwanted sexual attention by anyone associated with the company, whether male or female. Harassment may include references to employment status or conditions or may serve to create a hostile, intimidating or uncomfortable work environment. Harassment includes, but is not limited to, obscene jokes, lewd comments, sexual depictions, and repeated requests for dates, touching, staring or other sexual conduct committed either on or off company premises.”

“Victims of sexual harassment have the right to sue both the company and the perpetrator by contacting the Equal Employment Opportunity Commission or a state agency. For this reason and for the protection of all our employees, SIL seeks to prevent sexual harassment.”

“All SIL employees are responsible for helping ensure that our workplace is kept free of sexual harassment. If anyone feels that she/he has been a victim of sexual harassment, report the behavior to our Sexual Harassment Coordinators set up by the committee in the HR department or to any supervisor, member of the personnel department or the company president. If you have witnessed sexual harassment, you also are urged to report the incident so that prompt action may be taken.”

“All complaints will be treated seriously, kept as confidential as possible and investigated fully. SIL 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 anyone who provides false information.”

“If an investigation confirms that sexual harassment has occurred, immediate action will be taken to put an end to the harassment. SIL will take appropriate corrective actions against anyone found to be in violation of this policy, including possible termination of employment.”

“The committee set up by the company shall submit a monthly report to the Chairman & Managing Director including the action taken report in respect of any such complaint. The Chairman & Managing Director if not satisfied with any action may order further enquiry and take very stringent action against the Person whomsoever it may be found guilty in the enquiry. If need arises the company may promptly initiate necessary action by lodging complaint with the respective law enforcement agencies including necessary legal action.”

“Finally it is certain that at no point of time the company will either permit or allow any such activity to occur or continue in the company which can tarnish the image of the company.”

For **SUDITI INDUSTRIES LIMITED**

President