

**AURO IMPEX & CHEMICALS  
LIMITED**

**POLICY FOR PREVENTION OF SEXUAL HARASSMENT  
(POSH POLICY)**

# **AURO IMPEX & CHEMICALS LIMITED**

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

**Auro Impex & Chemicals Pvt. Ltd. (the Company)** is committed to provide a safe and healthy work environment to its women o women, who are directly or indirectly engaged with the Company for any work, on regular or temporary basis including a contract worker, trainee, apprentice, probationer or a visitor at any of our premises and thus have formulated this Policy following provisions of the Sexual Harassment of Women at Workplace Act, 2013 and rules framed thereunder (hereinafter referred to as “SHWW Act and Rules”). This Policy coming into effect immediately will apply to all aforesaid women and for the purpose, definitions and/or terms explained in SHWW Act and Rules will apply.

As of now the Company has only few women in employment and accordingly keeping the essence of the Act, the policy has been modified to that extent. In this regard, an ‘**Internal Complaints Committee**’ has been constituted. Members of ICC shall hold office for a period of three years and eligible for reappointment for further period of three years unless they cease to hold said office either due to resignation from ICC or from employment of the Company. Details of ICCs are given at the website of the Company and woman engaged by the company or woman visitor having reason to believe that they have been sexually harassed, may approach jurisdictional ICC for redressal of their grievances.

Said Committee will keep the complaint(s) received in strict confidence and carry out investigation thereon and will resolve the same and for all these purposes, provisions specifically provided in SHWW Act and Rules will by and large be followed.

This Policy is internal to the Company and also seek to encourage women to express freely in good faith about sexual harassments at work place. This policy will be circulated among each and every woman employee and brought to the notice of other employees at large. The Chairperson of the Committee shall, within 7 days of every half year ended on 30<sup>th</sup> September and 31<sup>st</sup>

March, report to the Chairman a summary of complaints received and action taken thereon and shall also affirm that none of the woman has been denied access to the Committee and adequate protection from adverse personal action provided wherever necessary.

This Policy is issued with approval of the Board of Directors in their meeting held on 01<sup>st</sup> February, 2014 subject to the amendment and/or revision from time to time as may be necessary. Copy of this Policy is also being hosted on Company's Webiste and thus will be available thereon for access by all concerned.