



Name of Company Name: SUPREME GREEN DIAMOND PVT. LTD.

Document Name: Anti-Harassment or Abuse Policy

Document Number: SGD – POL – 016

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Prepared By: Growlity, Inc.





## Policy Statement of Anti-Harassment or Abuse

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The policies relating to this section are part of the Business Policies adopted by **SUPREME GREEN DIAMOND PVT. LTD.** and are presented below for reference:

- a. All employees in **SUPREME GREEN DIAMOND PVT. LTD.** will be treated with equality, respect and dignity.
- b. **SUPREME GREEN DIAMOND PVT. LTD.** create and ensure a safe environment that is free of sexual harassment, including safety from persons/visitors coming into contact at the workplace.
- c. **SUPREME GREEN DIAMOND PVT. LTD.** will not tolerate any sexual advances, requests for sexual favours, and verbal or physical conduct of a sexual nature are, implicitly or explicitly, made a term or condition of teaching/guidance, employment, participation, or evaluation of a person's engagement in any activity
- d. **SUPREME GREEN DIAMOND PVT. LTD.** will not tolerate any sexual advances, and verbal, non-verbal and/or physical conduct such as loaded comments, remarks or jokes, letters, phone calls or e-mails, gestures, exhibition of pornography, lurid stares.
- e. Any reported incidents relating to direct or indirect physical, sexual, racial, religious, psychological, verbal, or any other form of harassment or abuse, or any other form of intimidation or degrading treatment will not be tolerated by **SUPREME GREEN DIAMOND PVT. LTD.**
- f. **SUPREME GREEN DIAMOND PVT. LTD.** will take cognizance of complaints about sexual harassment, conduct enquiries, provide assistance and redressal to the



victims, recommend punitive action or take immediate action against the harasser, if necessary.

g. Security personnel, employed by **SUPREME GREEN DIAMOND PVT. LTD.** are trained to respect the human rights and dignity of all people and use of minimum force proportionate to the perceived threat.

By,

**SUPREME GREEN DIAMOND PVT. LTD.**

Date: - 01/01/2024