

**Prevention of Sexual Harassment
(POSH)**

TIGER LOGISTICS (INDIA) LIMITED

Policy of the Company under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013

Scope & Objective:

To provide workplace free from sexual harassments and to implement and effectively comply with the provisions of "The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013".

Applicability:

All employees will be governed by this policy, with appropriate adjustments, to accommodate local, legal or contractual requirements. The term "Employee" refers to a person employed at a workplace for any work on regular, temporary adhoc or daily wage basis, either directly or through an agent, including a contractor with or without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise whether the terms of employment are expressed or implied and includes a co-worker, contract worker, probationer, trainee, apprentice or called by any other such name.

Sexual Harassment:

A woman employee is said to be have been sexually harassed, if she is subjected to directly or indirectly or by implication or by explicitly:

- physical contact and advances
- demand or request for Sexual Favours
- making Sexually coloured remarks
- showing pornography
- any other unwelcome physical, verbal or non-verbal conduct of Sexual nature, which includes preferential treatment in her employment or threat of detrimental treatment in her employment or threat about her present or future employment status or interference with her work or creating an intimidating or offensive and hostile work environment for her or humiliating treatment likely to affect her health or safety.

Sexual Harassment is also a situation where a person:

- Subjects another person to an unwelcomed act of physical intimacy, like grabbing, brushing, touching, pinching or similar conduct;
- Makes an unwelcomed demand or request (whether directly or by implication) for sexual

favours from another person, and further makes it a condition for employment/payment of wages/increment/promotion and any of such order;

- Makes an unwelcomed remark with sexual connotations, like sexually explicit compliments/jokes with sexual connotations/ sexist remarks and any of such order;
- Shows a person any sexually explicit visual material, in the form of pictures, cartoons, pin-ups, calendars, screensavers on computers/any offensive written material/pornographic e-mails, SMS and any of such order;
- Engages in any other unwelcomed conduct of a sexual nature, which could be verbal, or nonverbal, making offensive gestures, uninvited sex-oriented gestures, teasing or suggestive comments or questions of a sexual nature.

Sexual harassment in the workplace is classified into two distinct types;

'**Quid pro quo**', means seeking sexual favours or advances in exchange for work benefits and it occurs when consent to sexually explicit behaviour or speech is made a condition for employment or refusal to comply with a 'request' is met with retaliatory action such as dismissal, demotion, difficult work conditions.

'**Hostile work environment**' is a form of sexual harassment involving work conditions or behaviour that makes the work environment purposefully difficult for an employee to be in. Certain sexist remarks display of pornography or sexist/obscene graffiti or jokes, physical contact/brushing against, preventing an employee from carrying out duties are some examples of hostile work environment.

Disciplinary Action:

In case any such conduct amounts to a specific offence under the Indian Penal Code or under any other law, the company shall initiate appropriate action in accordance with the law by lodging a complaint with the appropriate authority.

Sexual harassment will not be tolerated at ***Tiger logistics (India) Limited***. If the outcome of an investigation by the Internal Complaints Committee shows that harassing behaviour has taken place, the harasser will be subject to disciplinary action up to and including termination of employment.

Internal Complaint Committee (ICC):

The committee will be chaired by a senior female Employee. In addition, the members would include, one senior female employee, one senior HR person and an external person of repute. The members of the committee will be rotated every 3 year

Confidentiality:

The contents of the complaint, the identity and addresses of the aggrieved staff member, respondent and witnesses, any information relating to conciliation and inquiry proceedings, recommendations of the Internal Committee and the action taken by Tiger logistics (India) Limited shall not be published, communicated or made known to the public, press and media in any manner. All complaints / grievances of sexual harassment will be taken seriously, will be held in strict confidence and will be investigated promptly in an impartial manner. For the purpose of completing the investigation, key witnesses or other stakeholders may be required to be taken into confidence at the strict discretion of the Internal Committee.

Members of Internal Complaint Committee (ICC):

The Internal Complaint Committee shall comprise of as many members as the Board of Directors may nominate from time to time, provided that at least one-half of the total number of Members shall be women. Below is the list of members of the ICC constituted by the Company

Composition of Internal Complaints Committee

SI No.	Name	Designation
1.	Mrs. Benu Malhotra	Presiding Officer
2.	Mrs. Rakhi Marwah	Member
3.	Mr. Vishal Saurav	Member
4.	Mr. Mukesh Tyagi	Member

Applicability:

The Policy shall become operational from the date as may be decided by the Board of Directors of the Company.

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