

# PREVENTION OF SEXUAL HARASSMENT

## "Say NO to sexual harassment at workplace"

# REPORT IT!

As per Prevention of Sexual Harassment policy at Tata Steel, any of the following behavior is considered inappropriate within the Company's working environment and is liable for disciplinary action and legal action (at the option of the victim)\*:

- Unwelcome sexual advances involving verbal, non-verbal or physical conduct, implicit or explicit
- Physical contact and advances such as touching, stalking, sounds which have explicit and/or implicit sexual connotation/overtones, molestation, etc.
- Demand or request for sexual favours, sexually coloured remarks, including but not limited to vulgar/indecent jokes, letters, phone calls, text messages, e-mails, gestures, etc.
- Showing pornography or the likes & display of pictures, signs, etc. with sexual nature/connotation/overtones in the work area and work-related areas
- Verbal or non-verbal communication which offends the individual's sensibilities and affect victim's performance and has sexual connotation/overtone/ nature
- Teasing, innuendos and taunts, physical confinement and/or touching against one's will and likely to intrude upon one's privacy.

- Any person found guilty of violating this law as substantiated by data and facts, will be subject to appropriate disciplinary action, leading up to and including termination of services and based on severity of case.
- In case a complaint is filed under the Indian Penal Code, at the option of the victim, the perpetrator may also have to face imprisonment, the term of which may range between 1-3 years or with fine or both.
- Any party involved in the investigation process (viz. complainant, alleged harasser and/or witnesses), who knowingly submits false accusations, complaints or fake/ tampered facts & details that are discovered subsequently during the investigation process will be subject to disciplinary action, leading up to and including termination and legal consequence as applicable.

**As per circular no. AO/736/2023 dated November 2, 2023, the list of Internal Committee (IC) members are as follows:**

### Location- West Bokaro Division

Sl. No.	Name	Designation	Role	Mail Id	Phone Number
1	Shalini Sulakshana	Head Corporate Ethics - Corporate Functions, TIS Group Cos., New Business	Presiding Officer	shalini.sulakshana1@tatasteel.com	9263632017
2	B V Sudhir Kumar	Chief (Coal Beneficiation)	Member	bvsudhir.kumar@tatasteel.com	8294631212
3	Manish Kumar	Head (O&M) Washery III	Member	manish.k@tatasteel.com	9263636627
4	Prashasti Gupta	Area Manager (Engineering Shops)	Member	prashasti.gupta@tatasteel.com	9031086033
5	Shiv Shanker	Head HRBP West Bokaro	Member	shiv.shanker@tatasteel.com	7766914466
6	Arunima Shee	Area Manager HRBP West Bokaro	Convenor	arunima.shee@tatasteel.com	7763806962
7	Tripti Roy	External	Independent Member	triptiroy05@outlook.com	9204058497

\*Please refer to POSH guidelines of Tata Steel for details

Kindly contact Corporate Ethics Team if you need more information on policy

For reporting ethical violations:

Toll Free Number - 18001020875, Email: [tatasteel@ethicshelpline.co.in](mailto:tatasteel@ethicshelpline.co.in), Web Portal: [www.in.kpmg.com/ethicshelpline/tslindia](http://www.in.kpmg.com/ethicshelpline/tslindia)