

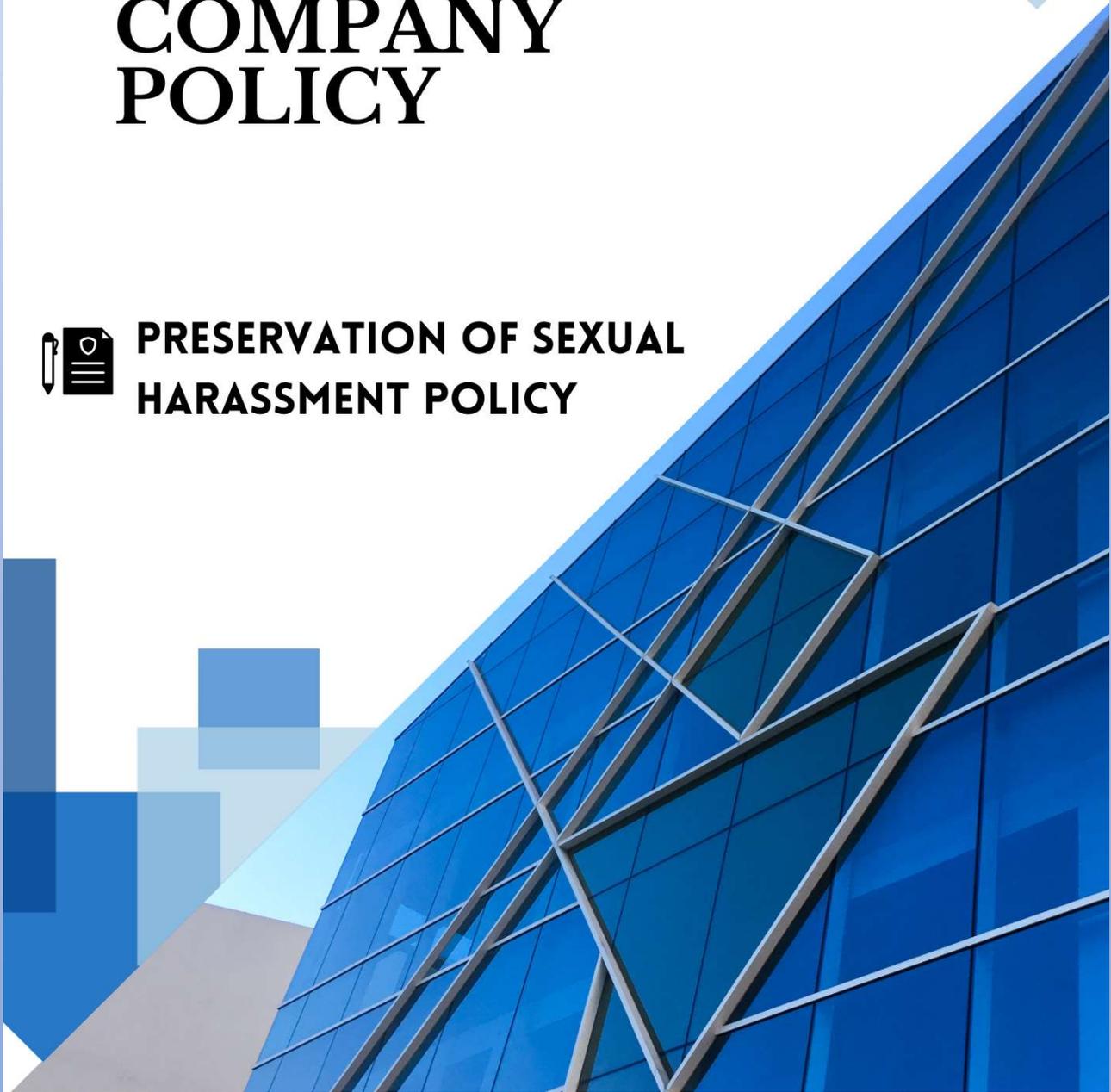


**PARRISH PHARMACEUTICAL**

# **COMPANY POLICY**



**PRESERVATION OF SEXUAL  
HARASSMENT POLICY**



# **Title: Policy on Preservation of Sexual Harassment at the Workplace**

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## ***PARRISH PHARMACEUTICAL PVT. LTD.***

***Plot No-50, Sector-8A, SIDCUL, Haridwar, Uttarakhand, 249403***

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### **1. Introduction**

Parrish Pharmaceutical Pvt. Ltd. is committed to providing a safe and respectful workplace for all employees. We believe in creating an environment free from any form of harassment, including sexual harassment. This policy outlines our commitment to preventing and addressing sexual harassment at our workplace.

### **2. Policy Statement**

Parrish Pharmaceutical Pvt. Ltd. strictly prohibits any form of sexual harassment within the organization, whether committed by employees, clients, vendors, or any other individuals within the workplace. This policy applies to all employees, irrespective of their position, employment status, or gender.

### **3. Definition of Sexual Harassment**

Sexual harassment is defined as any unwelcome behaviour, advances, comments, or requests of a sexual nature that create an intimidating, hostile, or offensive environment. This includes, but is not limited to:

- Unwanted sexual advances or requests for sexual Favours. Inappropriate comments, jokes, or derogatory remarks of a sexual nature.
- Displaying or sharing explicit content, images, or materials.
- Any other unwelcome physical, verbal, or written conduct of a sexual nature.

### **4. Reporting and Complaint Procedure**

Employees who experience or witness sexual harassment are encouraged to report the incident promptly. Parrish Pharmaceutical Pvt. Ltd. is committed to maintaining the confidentiality of individuals involved to the extent permitted by law.

#### **a. Reporting Options:**

- Directly to the immediate supervisor or manager.
- To the Human Resources Department.
- Through an anonymous reporting channel, if available.

**b. Investigation:**

- Once a complaint is received, the company will promptly initiate an impartial and thorough investigation.
- The investigation will be conducted by individuals trained in handling such matters.

**c. Resolution:**

- Appropriate actions will be taken to address and resolve the situation based on the outcome of the investigation.
- The complainant and the accused will be informed of the resolution.

## **5. Protection Against Retaliation**

Parrish Pharmaceutical Pvt. Ltd. will not tolerate any form of retaliation against employees who report incidents of sexual harassment or participate in an investigation. Employees who believe they are experiencing retaliation should immediately report it, and such concerns will be thoroughly investigated.

## **6. Consequences of Violating the Policy**

Any employee found to have violated this policy may face disciplinary action, up to and including termination of employment. In cases of severe misconduct, legal action may be pursued.

## **7. Prevention and Training**

Parrish Pharmaceutical Pvt. Ltd. is committed to preventing sexual harassment by providing education and training programs to employees. These programs will include information on the policy, examples of inappropriate behaviour, and guidance on how to report incidents.

## **8. Review and Update**

This policy will be reviewed periodically to ensure its effectiveness and compliance with applicable laws. Any necessary updates will be made, and employees will be informed of these changes.

## 9. Conclusion

Parrish Pharmaceutical Pvt. Ltd. is dedicated to maintaining a workplace where all employees are treated with respect and dignity. This policy reflects our commitment to preventing and addressing sexual harassment and ensuring that our workplace remains safe and inclusive for all.

**If you have any questions or concerns regarding this policy, please contact the Human Resources Department or your immediate supervisor.**