

SEXUAL

HARASSMENT

POLICY

OF

HARMONY CAPITAL SERVICES LIMITED

Sexual Harassment Policy

The Harmony Capital Services Limited is an equal employment opportunity company and is committed to creating working environment that enables employees to work without fear of prejudice, gender bias and sexual harassment. The Company also believes that all employees of the Company have the right to be treated with dignity. Sexual harassment at workplace or other than work place involving employees is a grave offence and is, therefore, punishable.

Scope

This policy extends to all employees of the Company and is deemed to be incorporated in the service conditions of all employees and comes into effect immediately.

Sexual Harassment would mean and include any of the following

- unwelcome sexual advances, requests or demand for sexual favours, either explicitly or implicitly, in return for employment, promotion, examination or evaluation of a person towards any company activity;
- unwelcome sexual advances involving verbal, non-verbal, or physical conduct such as sexually colored remarks, jokes, letters, phone calls, e-mail, gestures, showing of pornography, lurid stares, physical contact or molestation, stalking, sounds, display of pictures, signs, verbal or non-verbal communication which offends the individuals sensibilities and affect her/his performance;
- eve teasing, innuendos and taunts, physical confinement against one's will and likely to intrude upon one's privacy;

HARMONY CAPITAL SERVICES LTD.

- act or conduct by a person in authority which creates the environment at workplace hostile or intimidating to a person belonging to the other sex;
- conduct of such an act at work place or outside in relation to an Employee of the company, or vice versa during the course of employment; and
- any unwelcome gesture by an employee having sexual overtones

“Employee” means any person on the rolls of the Company including those on deputation, contract, temporary, part time or working as consultants.

The Company will not tolerate retaliation against any employee who complains of sexual harassment or provides information in connection with any such complaint.

In case of any Complaint with regard to the matter, it should be addressed to Director of the Company