

## Prevention of Sexual Harassment (POSH) Policy

### SCOPE:

This policy applies to all full-time associates, part-time associates, consultants and interns and service providers working with Videojet Technologies (I) Pvt. Ltd.

### POLICY:

Videojet is committed to a harassment free workplace as outlined in the Veralto Code of Conduct. This commitment extends to preventing harassment based on race, gender, sexual orientation, religion, creed, color, nationality, ancestry, disability, medical condition, marital status, age or any other characteristic protected by law at the central, state or local level. This applies to all interactions involving associates, customers, vendors, contractors, or visitors.

Prohibited conduct under this policy includes, but is not limited to:

- **Unwanted Physical Contact:** Intentional physical contact of a sexual nature, such as touching, pinching, patting or grabbing, as well as displaying pornographic material.
- **Unwelcome Sexual Advances:** Sexually oriented gestures, noises, jokes or comments about a person's sex, sexual preference or sexual experience, directed to or made in the presence of an associate.
- **Preferential Treatment:** Offering or promising preferential treatment or benefits, such as promotions, training, job assignments or salary increases in exchange for sexual conduct.
- **Sexual Harassment in the Workplace:** Engaging in sexually oriented activities that unreasonably interfere with another associate's work performance or create an intimidating, hostile or offensive work environment.
- **Inappropriate Displays:** Displaying or publicizing sexually suggestive, demeaning or pornographic pictures, posters, calendars, graffiti, objects, promotional material or other items.
- **Retaliation:** Retaliating against anyone who reports harassment, including but not limited to disciplining, pressuring, changing work assignments or providing inaccurate work information or refusing to cooperate with an associate because that associate has complained about or resisted harassment, discrimination or retaliation, or has cooperated in the investigation of such conduct.
- **Demeaning Behavior:** Making gestures, noises, jokes or comments that are demeaning, insulting or offensive based on an associate's gender.
- **Discriminatory Treatment:** Engaging in discriminatory treatment concerning promotions, salary revisions or job assignments based on gender.
- **Covering up Misconduct:** Falsely denying, lying about or otherwise covering up or attempting to cover up prohibited conduct.

### SUBMISSION OF A COMPLAINT:

An associate who believes that he or she has been subjected to harassment, is required to file a complaint:

- Written complaint to be submitted to a POSH Committee member within 3 months from the date of incident and or last incident, in a series of incidents.
- Complaint should include details of the incident or incidents, names of the individuals involved and names of any witnesses.

- The POSH Committee (Internal Committee i.e., IC) will take it up for suitable resolution.
- Legal practitioners are not allowed to represent any party in proceedings before the committee.
- If complaint is not made in writing, the Presiding Officer or any member of the Internal Committee will assist the associate in documenting it.
- In case of physical or mental incapacity, death or other reasons, a legal heir or a designated person may file the complaint.
- The Internal Committee may extend the time limit by an additional 3 months, if circumstances prevented timely filing.
- Names and contact details of all POSH Committee members are displayed prominently across all of our offices.

Complaints of sexual harassment received from male associates will be investigated by the Company as per its other policies such as Speak Up, depending on nature of the complaint.

#### RESOLUTION:

Videojet will prevent, investigate, take appropriate actions to ensure a safe and productive work environment. Associates found violating this policy may face disciplinary action up to and including termination of employment with immediate effect and in some cases even legal action.

#### List of Internal committee members

	Name	Contact Details
Chairperson	Alpana Gupta	<a href="mailto:alpana.gupta@videojet.com">alpana.gupta@videojet.com</a> Mob. +91 7506244080
Member	Sampada Katdare	<a href="mailto:sampada.katdare@videojet.com">sampada.katdare@videojet.com</a> Mob. +91 9820299372
Member	Yashoda Acharya	<a href="mailto:yashoda.acharya@videojet.com">yashoda.acharya@videojet.com</a> Mob. +91 7045489399
Member	Pravin Gore	<a href="mailto:pravin.gore@videojet.com">pravin.gore@videojet.com</a> Mob. +91 7506240761
Member	Divya Bhat	<a href="mailto:divya.bhat@videojet.com">divya.bhat@videojet.com</a> Mob. +91 9599292978
External Member	Shilpa Bhatia	<a href="mailto:shilpabhatia.advocate@gmail.com">shilpabhatia.advocate@gmail.com</a> Mob. +91 9820458426

Depending on the location from where the complaint is received, one member from the above list of ad-hoc Committee Members will be selected to serve on the Committee for conducting the enquiry.

#### For Videojet Technologies (I) Private Limited




**Mobina Z Kakajiwala**  
Director – Human Resources  
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Revised by: HR dated: 01/07/2024

Approved By: Director HR