

Prevention of Sexual Harassment (POSH) Policy

1. Purpose

Quality Asia is committed to providing a work environment free from sexual harassment. This Prevention of Sexual Harassment (POSH) Policy is designed to prevent, address, and redress incidents of sexual harassment within the organization and to create a workplace culture that fosters respect and dignity.

2. Scope

This policy applies to all employees, impanelled auditors and technical experts, vendors, clients, and any other individuals associated with Quality Asia.

3. Definition of Sexual Harassment

Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal, non-verbal, or physical conduct of a sexual nature that creates a hostile, intimidating, or offensive working environment.

4. Prohibited Conduct

Examples of Prohibited Conduct:

- Unwanted sexual advances or requests for sexual favours.
- Inappropriate comments, gestures, or jokes of a sexual nature.
- Display of sexually suggestive materials.
- Retaliation against an individual for reporting sexual harassment.

Quality Asia has a zero-tolerance policy for sexual harassment in any form.

5. Reporting Procedure

- Multiple reporting channels are available, including supervisors, human resources, or a designated internal committee.
- All reports of sexual harassment will be treated with confidentiality to the extent permitted by law.

6. Investigation and Resolution

- All complaints will be promptly and impartially investigated.
- If sexual harassment is substantiated, appropriate corrective action, up to and including termination, will be taken.

7. Prevention and Training

- Regular training programs on prevention and awareness of sexual harassment will be conducted.
- Educational initiatives will be implemented to foster a respectful and inclusive workplace culture.

8. Non-Retaliation

Any form of retaliation against individuals reporting sexual harassment or participating in an investigation is strictly prohibited and will result in disciplinary action

9. Review and Update

This POSH Policy will be reviewed periodically and updated as needed to ensure its ongoing relevance and effectiveness.

Quality Asia Certifications Private Limited

Samarth Suri

Managing Director

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QUALITY ASIA