Ganesh Steel & Alloys Ltd.

14, Netaji Subhas Road
"SAATHI CHAMBER" Room No. 315
3rd Floor, Kolkata-700 001
Ph.: 033-2231 3965, 2231 3966
Tele Fax : 033-2231 3965
E-mail : gsteelalloys@rediffmail.com
CIN No. : U51909WB1995PLC072281
GSTIN : 19AABCG1420G1Z2

# NOTICE

Employees are hereby informed that in compliance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the Rules made thereunder, the following Internal Complaints Committee (ICC) has been constituted to address and resolve any complaint related to sexual harassment or misconduct under the provisions of the said Act:

1. Ms. Preeti Dudhoria-Presiding Officer (Chairperson)
2. Ms. Snehlata Baid-Member
3. Mr. Kartik Muni-Member
4. Mr. Biswajit Mukherjee-Member

Employees, trainees, contract workers, visitors and any person present at the workplace who believes to has been subjected to sexual harassment may file a written complaint (or request assistance to file a complaint) to the ICC at:

Email ID of ICC: pavitradudhoria@gmail.com

Postal address (if any): 28/1,28/2, 5th Floor, FL-5c, Pushpanjali Apartment, Dobson Road, Howrah—711 101

Phone No.: 7003934944

The complaint and the detail of the complainant shall be kept confidential and the entire proceedings will be conducted in accordance with the provisions of the Act and rules related thereto without jeoparding any rights or privileges of the complainant.

Sexual harassment at the workplace is a serious misconduct and may also attract penal consequences under applicable law. Display of this notice at a conspicuous place is mandated to ensure that all persons are aware of the existence of the ICC and the procedure for seeking redressal.

All complaints will be handled with due confidentiality, sensitivity and in accordance with the principles of natural justice and the provisions of the POSH Act and Rules.

For **Ganesh Steel & Alloys Limited**

**(Preeti Dudhoria)**
**Chairperson**
**Internal Complaint Committee**