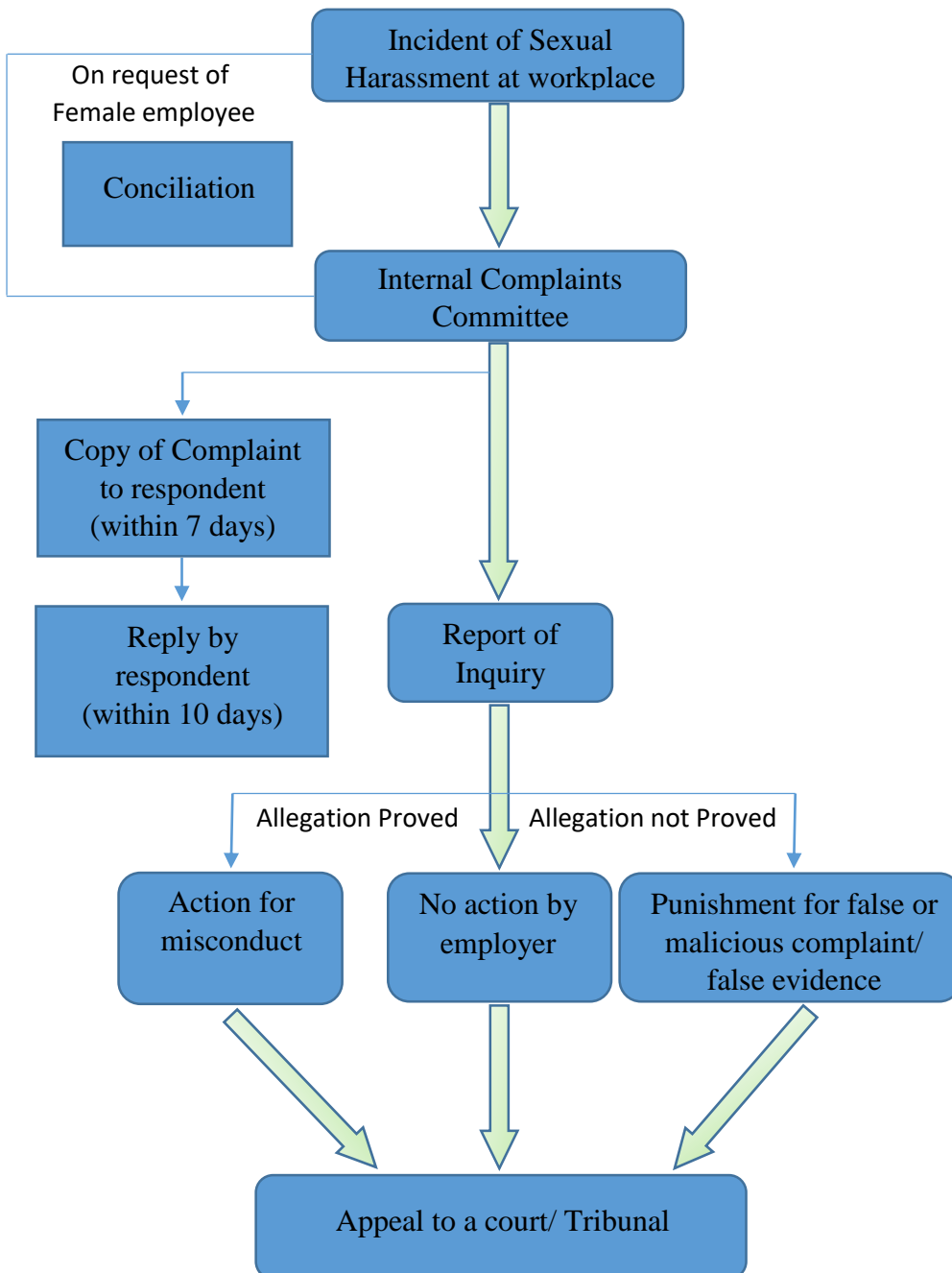


Procedure of Handling Complaints

PROCEDURE OF HANDLING SEXUAL HARASSMENT OF WOMEN AT WORKPLACE



TIMELINES

- **A written complaint has to be filed by the female employee within 3 months of the date of the incident**
- **The inquiry report has to be issued within 10 days from the date of completion of inquiry**
- **Employer is requested to act on the recommendation of the committee within 60 days of the receipt of inquiry report**