

**SEXUAL HARASSMENT POLICY****Introduction/Purpose and Scope:**

**SADRiNE INFRASTRUCTURE SERVICES (SID) LIMITED** Management strive to provide a working environment where the integrity and dignity of individuals are respected. All stakeholders have the right to a working environment free from intimidation and Sexual Harassment. The policy applies throughout **SADRiNE INFRASTRUCTURE SERVICES (SID) LIMITED**.

**Policy Commitments:**

**SADRiNE** therefore commits as follows:

- **SADRiNE** shall not tolerate any form of sexual harassment under any circumstances.
- **SADRiNE** shall put in place a formal compliant process and where the complainant feels unsafe, the company shall ensure provision of security and confidentiality, therefore management encourages any employee at any level who feels that he/she have been sexually harassed to take immediate action by reporting to the Human Resources and Administration Manager.
- All sexual Harassment cases shall be treated seriously and promptly with sensitivity. Sexual Harassment cases shall undergo formal investigation proceeding in accordance with Human Resources Manual and management shall ensure fair hearing processes for all the affected parties.
- A breach of this policy shall result into disciplinary action up to and including termination.
- **SADRiNE** shall put in places infrastructures and systems for prevention of sexual harassment. This will include education and awareness programs among others.
- **SADRiNE** shall ensure that roles and responsibilities in regard to management of sexual harassment are clearly defined and communicated.

**Note:** Sexual Harassment may include but not limited to the following situations:

- a) **Physical contact** e.g., Touching, patting, sexual assault, and rape etc.
- b) **Verbal forms** e.g., proposals, suggestions and hints, sexual advances and persistent requests for social activities, and the sending by electronic means or otherwise of sexually explicit text, etc.
- c) **Non-verbal forms** e.g., indecent exposure, and the unwelcome display or sending by electronic means or otherwise of sexually explicit or suggestive pictures and objects, etc.
- d) **Quid pro quo harassment** e.g., a supervisor, manager, or colleague, undertaking or attempting to influence the process of employment or other benefits of an employee or job applicant, in exchange for sexual favors.

Signed and Approved on the 17<sup>th</sup> day of July 2023

**Managing Director**



**Samuel Jjuuko**