



IFGL REFRACTORIES LIMITED

Head & Corporate Office :

3, Netaji Subhas Road, Kolkata - 700 001, India

Phone : +91 33 40106100, Fax : +91 33 22430886

E-mail : ifgl.ho@ifgl.in, Websites : www.ifglref.com

Policy for prevention of Sexual Harassment

IFGL Refractories Ltd (the Company) is committed to provide a safe and healthy work environment to its women employees and thus have formulated Policy following provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and Rules framed thereunder (hereinafter referred to as "POSH Act and Rules"). Policy coming into effect immediately will apply to all women personnel employed either at Company's Head Office or manufacturing facilities at Kalunga (Odisha) and Kandla (Gujarat) and for the purpose, definitions and/or terms in POSH Act and Rules will apply.

Nature of business of the Company is such that few women only are employed and to that extent machinery put in place for prevention of sexual harassment within the meaning of POSH Act and Rules is small to provide effective remedy. The Board of Directors of the Company recently in their meeting held on Saturday, 8th February, 2020 have reconstituted Internal Complaints Committee (ICC) in place for Head Office and constituted new ICCs for its Kalunga Works and Kandla Works. Details of these ICCs are given below and woman employees having reason to believe that they have been sexually harassed, may approach to jurisdictional ICC for redressal of their grievances.

For Head Office

Name	Position held in ICC	Contact Details (Phone No./E.mail Id)
Mrs Mansi Damani	Presiding Officer	033 40106155 mansi.damani@ifgl.in
Mrs Anita Wilson	Member	033 40106122 anita.wilson@ifgl.in
Mrs Anasua Chatterjee	Member	033 40106108 anasua.chatterjee@ifgl.in
Ms Oindrilla Dutt	NGO Member	9831031101 oindrillad3@gmail.com



Formerly known as IFGL EXPORTS LIMITED

Registered Office & Kalunga Works :

Sector 'B', Kalunga Industrial Estate

P.O. Kalunga - 770 031, Dist. Sundergarh, Odisha, India

Phone : +91 661 2660195, Fax : +91 661 2660173

E-mail : ifgl.works@ifgl.in, CIN : L51909OR2007PLC027954



For Kalunga Works

Name	Position held in ICC	Contact Details (Phone No./E.mail Id)
Mrs Annesha Das Patnaik	Presiding Officer	6206251919 annesa.patnaik@ifgl.in
Mr Rabi Narayan Sahoo	Member	9778855666 rabinarayan.sahoo@ifgl.in
Mr Harmohan Mohapatra	Member	9238427947 harmohan.mohapatra@ifgl.in
Ms Oindrilla Dutt	NGO Member	9831031101 oindrillad3@gmail.com

For Kandla Works

Name	Position held in ICC	Contact Details (Phone No./E.mail Id)
Mrs Mansi Damani	Presiding Officer	033 40106155 mansi.damani@ifgl.in
Mr Krishanmohan Dubey	Member	7600055249 krishanmohan.dubey@ifgl.in
Mr Jagdish Padhiyar	Member	8511617882 admndept1.kandla@ifgl.in
Ms Oindrilla Dutt	Member	9831031101 oindrillad3@gmail.com

ICCs will keep the complaint(s) received in strict confidence and carry out investigation thereon and will resolve the same and for all these purposes, provisions morefully provided in POSH Act and Rules will by and large be followed.

This Policy is internal to the Company and also seek to encourage women employees to express freely in good faith about sexual harassments at the work place. This Policy will be circulated amongst each and every woman employee and brought to the notice of other employees at large. This Policy is in addition to Company's Vigil Mechanism (Whistle Blower) Policy. Presiding Officer of each of aforesaid ICCs shall, within seven days of end of quarter on 30th June, 30th September, 31stDecember and 31st March, submit Report to the undersigned having summary of complaints received in quarter ended and action

Signature

taken thereon. In said Report, Presiding Officer shall also affirm that none of the woman employee were denied access to ICC and adequate protection from adverse personal action provided wherever necessary.

This Policy is issued with approval of the Board of Directors in their meeting held on Saturday, 8th February, 2020 and shall supersede Policy hitherto in place. This Policy will also be subject to amendment and/or revision from time to time as may be necessary. This Policy is also being hosted on Company's website www.ifglref.com and thus will be available in public domain and can be accessed by all concerned at their convenience.

For and on behalf of the Board of Directors of
IFGL Refractories Ltd

8th February, 2020
Kolkata




P Bajoria
Managing Director