

## **POLICY AGAINST HARASSMENT IN THE WORKPLACE**

### **I. BACKGROUND :**

In its concern to apply within the company the Malagasy Labor Law, SAHANALA company implements this Policy against Harassment in the workplace.

Article 5 of the Malagasy Labor Code, Law No. 02003-04 of July 28, 2004 on the Labor Code, states that harassment at work can be defined as a series of hostile actions whose repetition weakens physically, psychologically or morally the person who is the victim.

The essential points to remember are :

Hostile acts that constitute unfriendly behaviour on the part of the perpetrator

The repetition of the behaviour over a certain period of time

The attack on the physical or moral integrity of the victim. This harm constitutes the object or effect of the harassment at work

### **II. FORMS OF WORKPLACE HARASSMENT :**

Workplace harassment can take the following forms:

1- "Discriminatory harassment": harassment based on race, color, sex, pregnancy, sexual orientation, marital status, age, religion, political beliefs, dialect or language, origin of the victim, social condition, physical handicap.

2- "Psychological harassment": any vexatious behaviour manifested, among other things, by repeated words, actions or gestures that are hostile or unwanted, that affects the dignity or the physical or psychological integrity of the person and results in a harmful work environment. A single serious behaviour may also constitute psychological harassment if it causes such harm and produces a continuing harmful effect on the team member.

3- "Sexual harassment": any conduct manifested by repeated and unwanted words, acts or gestures of a sexual nature that are likely to harm the dignity or physical or psychological integrity of the person and result in a harmful work environment for the person. A single serious behaviour may also constitute sexual harassment if it has such consequences and produces a continuing harmful effect on the individual

### **III. ACTS AND THEIR FORMS :**

1- Harassment in all its forms can occur between people with different status or between people with the same status.

2- Harassment can be manifested in particular by:

-intimidation, threats, blackmail or coercion;

-repeated insinuations, unfounded accusations, insults or humiliations, repeated attempts to

exclude or isolate, shouting or screaming; systematic attacks on normal working conditions, sabotage of workplaces or work tools; abuse of a position of official or unofficial power or authority to threaten a person's employment or compromise his or her performance.

3- Sexual harassment may be manifested by, but is not limited to:

-promises of rewards, implicit or explicit, made for the purpose of obtaining agreement to a sexual request;

- implicit or explicit threats of retaliation, whether or not they materialize, made in order to obtain agreement to a request of a sexual nature or made as a result of a refusal to agree to such a request; remarks or behaviour with sexual connotations that can reasonably be perceived as creating a negative work environment.

#### **IV. STAFF ASSISTANCE AND SUPPORT MECHANISM.**

Any employee who believes that he or she is the target of inappropriate or malicious actions or behavior may approach the Director of the HSE Department or the Director of Human Resources in confidence to request intervention to resolve the situation promptly.

If one is notified, the other must inform the other department.

Management will be informed after an investigation by either Directorate, which will make a decision.

Any employee who violates the harassment policy will be subject to disciplinary action up to and including dismissal. The choice of the applicable measure will take into account the seriousness, the consequences and the previous record of the employee.

The handling of complaints is confidential.

#### **Human Resources Manager**

