

PREVENTION, PROHIBITION AND REDRESSAL AGAINST SEXUAL HARASSMENT OF WOMEN EMPLOYEES AT WORKPLACE POLICY

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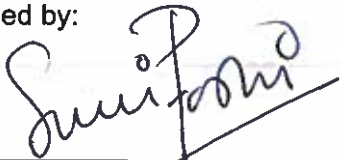
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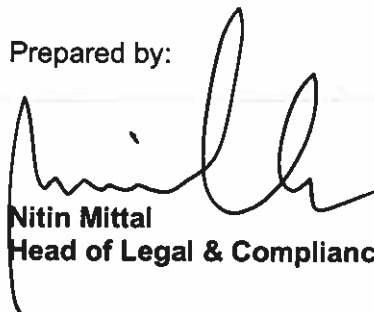
Signify Innovations India Limited

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CONTENTS

<u>Sl.</u>	<u>Particulars</u>	<u>Page No.</u>
1.	Introduction	3
2.	Objectives	3
3.	Scope	4
4.	Definitions	4
	- Employer	4
	- Employee	4
	- Workplace	4
	- Sexual Harassment	4
	- Aggrieved woman	6
	- Respondent	6
	- Incident	6
	- Prescribed Rules	6
	- Act	6
	- Complainant	6
	- Complaint	6
5.	Consensual Sexual Relationship	6
6.	Internal Committee	7
7.	Term and termination of Complaint Committee's member	7
8.	Complaint	8
9.	Complaint Redressal Procedures	9
10.	Whom to contact in of any incident	9
11.	Roles and responsibilities.	10
	(a) Employer	10
	(b) Employee	10
	(c) Internal Committee	10
12.	Retaliation	10
13.	Enquiry Report	11
14.	Conciliation	11
15.	Relief to the aggrieved woman during pendency of inquiry	11
16.	Manner for taking action for Sexual Harassment	12
	- In case of allegation proved.	12
	- In case of allegation not proved.	12
17.	Action for malicious complaint or false evidence.	12
18.	Third party harassment.	13
19.	Confidentiality & penalty for violation.	13
20.	Mechanisms to strengthen implementation of policy.	13
21.	Annual Report	13
20.	Annexure – I	14
	"Contact details of the member of Internal Committee & Site Committee"	14
21.	Annexure – II	16
	"Flow chart of Sexual Harassment complaint redressal process".	16



PREVENTION, PROHIBITION AND REDRESSAL AGAINST SEXUAL HARASSMENT OF WOMEN EMPLOYEES AT WORKPLACE POLICY

1. INTRODUCTION

At Signify Innovations India Limited (SILL/the Company) formerly known as "Philips Lighting India Limited", it is our desire to promote a fair, safe, and healthy working environment irrespective of gender, caste, creed or social class of the employees. We value every individual, and we are committed to protect the dignity and respect of every individual. Therefore, we have zero-tolerance for Sexual Harassment and any act of Sexual Harassment will invite serious disciplinary action.

This policy aims to create and maintain a safe working environment where all employees have mutual respect and treat each other with dignity. This policy is also meant to educate the employees about what conduct constitutes Sexual Harassment, the ways and means which are adopted to prevent occurrence of any such event, and in the unlikely chance of such an occurrence, to enable a fair mechanism for dealing with such conducts. The Company also believes that all employees of the Company, have the right to be treated with dignity and that the Sexual Harassment in any form at workplace is a serious offence. The Company shall prevent Sexual Harassment and develop a culture of "zero tolerance" for any form of Sexual Harassment at the Workplace.

This policy is made in accordance with:

- a. Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 dated 23rd April 2013 and
- b. Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013 dated 9th December 2013.
- c. The Hon'ble Supreme Court' guideline in the case of Vishaka Vs. State of Rajasthan.
- d. Integrity code of Signify.

2. OBJECTIVE

The objective of prevention, prohibition, and redressal against Sexual Harassment of women employees at workplace policy is enumerated in detail below:

- a) To protect the rights of women to work with dignity and respect at workplace.
- b) Provide protection against Sexual Harassment of women at workplace.
- c) Prevention of Sexual Harassment of women at workplace by creating general awareness against Sexual Harassment of women at workplace.
- d) Redressal of Sexual Harassment complaints and for matters connected therewith or incident thereto.



- e) To promote an environment that will raise awareness about and deter acts of Sexual Harassment.
- f) To uphold the commitment of the Company to provide an environment that is free from discrimination and violence against women.

3. **SCOPE**

This Policy extends to all employees of the Company and is deemed to be incorporated in the service conditions of all employees and comes into effect immediately.

These Rules and Procedures shall be applicable to all Complaints of Sexual Harassment made by an Employee of the Company and provided the Sexual Harassment has taken place at Workplace or in the course of official duties.

4. **DEFINITIONS**

- (a) "Employer" shall mean Chief Executive Officer (CEO) of SILL.
- (b) "Employee: All categories of women employees employed at workplace of SILL, including permanent, temporaries, workmen, employees on contract, trainee, probationer, apprentice, volunteer either directly or through an agent including a contractor with or without the knowledge of SILL.
- (c) "Workplace": All offices, factories, or other premises where SILL' business is conducted, this includes SILL premises, and any place visited by the employee arising out of or during the course of employment including transportation provided by SILL for undertaking such a journey.
- (d) "Sexual Harassment": Includes any one or more of the following unwelcome acts or behavior (whether directly or by implication) namely: -
 - (i) Physical contact and advances; or
 - (ii) A demand or request for sexual favours; or
 - (iii) Making sexually coloured remarks; or
 - (iv) Showing pornography; or
 - (v) Any other unwelcome physical, verbal conduct of sexual nature:

Further, the following circumstances, among other circumstances, if it occurs or is present in relation to or connected with any act or behavior of Sexual Harassment may amount to Sexual Harassment:

- i. Implied or explicit promise of preferential treatment in employment; or
- ii. Implied or explicit threat of detrimental treatment in employment; or
- iii. Implied or explicit threat about present or future employment status or
- iv. Interference with her work or creating an intimidating or offensive or hostile work environment for her; or



v. Humiliating treatment likely to affect health or safety.

It is hereby clarified that "Hostile Environment" is said to be created when any act of Sexual Harassment has the purpose or effect of interfering with Aggrieved Woman's work performance or creating an intimidating, hostile or offensive employment / environment.

Note:

It is the impact or effect of the behaviour on the recipient and not the intent of the offender that is critical in an assessment of such issues/cases. If the behaviour can be perceived as offensive or intimidating by the persons receiving it, it should be stopped. As such, all employees have a responsibility to communicate clearly to colleagues about behaviour that may be offensive and ask that it be discontinued.

The term Sexual Harassment also includes such unwelcome sexually determined conduct (whether directly or by implication) as:

- A) Physical Harassment, which includes:
- Physical contact and advances
 - Intentional touching, pinching, grabbing, fondling, patting brushing against another's body
 - Sexual assault
 - Any physical conduct which is unwelcome
- B) Verbal Harassment, which includes:
- A demand or request for sexual favors over promises related to employment such as work conditions, promotion, and increments. This is known as "quid pro quo" Sexual Harassment.
 - Gesture-based harassment - sexually colored remarks
 - Making direct or indirect sexually suggestive comments, threats, slurs, sexual propositions
 - Sexual jokes or teasing, misogynist humor, sexually colored gender specific jokes
- C) Written or Graphic Harassment, which includes:
- Showing pornography, and
 - The display of pornographic material
 - Written material that is sexual in nature such as letter or notes containing a sexual Comment
 - Leering or staring at another's body and/ or sexually suggested gesturing
 - Displaying sexually visual material such as pinups, cartoons, graffiti, computer programs, catalogues of a sexual nature
 - Sexual messages or images sent via text / e-mails which may be perceived by the recipient as creating a hostile work environment
- D) Any Other Unwelcome Physical, Verbal Or Non Verbal Conduct of sexual nature apart from those listed above will constitute as Sexual Harassment if by reasonable perception and common discretion qualifies as sexually offensive.

- (e) "Aggrieved Woman": In relation to workplace, a woman, of any age whether employed or not, who alleges to have been subjected to any act of Sexual Harassment by the Respondent.
- (f) "Respondent": Against whom the aggrieved woman or her representative has made a complaint.
- (g) "Incident" means an incident of Sexual Harassment as defined in clause 3(d) above.
- (h) "Prescribed Rules" means the Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Rules, 2013 as may be in force from time to time.
- (i) "Act" means the Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013 as may be in force from time to time.
- (j) "Complainant" shall include Aggrieved Woman/victim or any other person filing the complaint on behalf of the Aggrieved Woman or Victim.
- (k) "Complaint" means information, either oral or written, made by the Aggrieved Woman/ Complainant. However, complaint made orally must be reduced in writing with the assistance of the Internal Committee members.

5. CONSENSUAL SEXUAL RELATIONSHIPS

The Company discourages romantic or sexual relationships between a supervisory employee and his or her staff (an employee who reports directly or indirectly to that person); as such relationships could lead to conflicts of interest at work. It is therefore in the best interest of all concerned, that if there is such a relationship, the involved parties notify the same to HR so that the reporting chain can be altered to ensure that no direct or indirect reporting relationship continues.

6. INTERNAL COMMITTEE

In accordance with the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, SIIL has instituted an appropriate complaint mechanism in the form of "Internal Committee" comprising of at least one half of woman members for redressal of Sexual Harassment complaint made by the Aggrieved Woman and for ensuring the time bound treatment of such complaints.

Internal Committee shall be formed at all Workplaces. Details of the Internal Committee and Site Committees at different locations are attached as Annexure – 1.

(a) INTERNAL COMMITTEE:

The Internal Committee shall consist of the members as follows: -

- I. One Presiding Officer – shall be a woman employed at a senior level at workplace amongst the employees.
- II. Two Members – shall be amongst the employees preferably committed to the cause of woman or having legal knowledge.



- III. One member – shall be amongst the Non-Government Organization or association committed to the cause of woman who shall be entitled to get fees and reimbursement of actual expenses from SIIL as prescribed in the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013.

It is mandatory that at least one-half of the total members of the Internal Committee shall be women.

A quorum of 3 members is required to be present for the investigation proceedings to take place. The Presiding Officer needs to be present in all meetings conducted for investigating an incident.

No person who is a Complainant, witness or Respondent in the Complaint of Sexual Harassment shall be a member of an Internal Committee.

The names and contact detail of the Internal Committee Members are given in “Annexure” – 1.

7. TERM AND TERMINATION OF COMMITTEE MEMBERS

Each member of the Internal Committee shall hold the position for three (3) years from the date of nomination.

Presiding Officer or member shall be removed from the Committee on the following grounds

- a. Contravenes any of the provision of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013.
- b. Has been convicted for an offence or an inquiry under any law.
- c. Has been found guilty in any disciplinary proceedings or a disciplinary proceeding is pending against him/her.
- d. Has so abused his/her position as to render his/her continuance in office.

8. COMPLAINT

- a) Dealing with incidents of harassment is not like any other type of dispute as these incidents involve the Complainant and Respondent emotionally. Complainants may be embarrassed and distressed, and it requires tact, discretion and patience while receiving the Complaint.
- b) The following points are to be kept in mind by the receiver of the Complaint:
 - in circumstances where the Complainant is narrating the incident of Sexual Harassment, the receiver should listen to it with patience and without interrupting the Complainant. The Complainant to be informed that the Company takes such concerns seriously. Complainant is informed that these concerns will be reported to the appropriate committee and follow up will be done speedily.
 - such situation is not to be pre-judged. It is very important that written notes are taken while listening to the Complainant. When taking accurate notes, Complainants own words, where possible, are used. Clear description of the incident in simple and direct terms is prepared and details are confirmed with the Complainant.

All notes are kept strictly confidential. Complainant's agreement is taken to allow proceeding with the matter, which involves a formal investigation.

- c) The Complainant is advised that although the process is confidential, the Respondent needs to be informed and any witnesses and persons directly involved in the Complaint process will also learn of the Complainant's identity.
- d) Care is taken to prevent any disadvantage to or victimization of either the Complainant or the Respondent.
- e) When an incident of Sexual Harassment occurs, the victim of such conduct can communicate her disapproval and objections immediately to the harasser and request the harasser to behave decently.
- f) If the harassment does not stop or if the victim is not comfortable with addressing the harasser directly, she can bring her concern to the attention of the Internal Complaint for redressal of her grievances.
- g) Any Aggrieved Woman may make, in writing or email, a complaint of Sexual Harassment at workplace to the Internal Committee.
- h) Where the Aggrieved Woman is unable to make a complaint on account of her physical/mental incapacity, a complaint may be filed by her relative, friend, co-worker or any person who has knowledge of the incident with the consent from the Aggrieved Woman and/or jointly with her relative or friend.

9. COMPLAINT REDRESSAL PROCEDURES

- a) The Aggrieved woman shall submit 6 (six) copies of the Complaint to the Internal Committee along with supporting documents and the names and addresses of the witnesses in writing or can be in a letter format within a period of 3 months from the date of incident and in the case of a series of incidents within 3 months from the date of last incident. But, it is expected that any such matter must be reported as early as possible to the Internal Committee without any delay in the larger interest of justice.

Provided, the Internal Committee may for reasons to be recorded in writing, extend the time limit not exceeding three months, if it is satisfied that the circumstances were such which prevented the employee from filing a complaint within the said period.

- b) The Internal Committee shall send 1(one) of the copy received from the Aggrieved Woman to the Respondent within a period of 7 working days.
- c) The Respondent shall file his reply to Internal Committee to the Complaint along with supporting documents and the names and addresses of the witnesses, within a period not exceeding 10 working days from the date of receipt of the complaint.
- d) The Internal Committee have the right to terminate the inquiry proceedings or to give an ex-parte decision on the complaint, if the Complainant or Respondent fails, without sufficient cause, to present herself or himself for 3 consecutive hearings convened by the Presiding Officer, as the case may be, provided that such termination or ex-parte order may not be passed without giving a notice in writing, 15 days in advance, to the party concerned.



- e) In conducting the inquiry, a minimum of 3 Members of the Internal Committee including the Presiding Officer, shall be present.
- f) The parties shall not be allowed to bring in any legal practitioner to represent them in their case at any stage of the proceedings before the Internal Committee.
- g) If the Internal Committee decides not to conduct an enquiry into a Complaint, it shall record the reasons for the same in the minutes of the Committee meeting.

The flow chart of Sexual Harassment complaints redressal is given in “Annexure” – II

10. **WHOM TO CONTACT IN CASE OF AN INCIDENT**

An Employee may send a written complaint either to any member of Internal Committee or via email.

The employee may also contact her immediate Manager, HR manager or Legal & Compliance Head. Upon being intimated, the complaint must be communicated to the Internal Complaint Redressal Committee immediately and must be communicated to the victim the process and actions.

11. **ROLES AND RESPONSIBILITIES**

Employer:

- Employer shall nominate and formulate an Internal Committee at corporate, branch and factory level to address Sexual Harassment issues.
- Organize workshops and awareness programs at regular intervals for sensitizing employees on the issues and implication of Sexual Harassment at workplace.
- Organize orientation program for member of the Internal Committee.
- Treat Sexual Harassment as misconduct under the service rules and initiate action for misconduct.

Employee:

- Become fully informed about SIIL' guidelines on prevention and mechanism of redressal of Sexual Harassment at workplace.
- Offer information and support to any person who is being harassed at workplace.
- Discourage the spreading of rumors regarding any instance of Sexual Harassment at workplace.
- Maintain the confidentiality regarding any aspect of an investigation/inquiry.
- File a complaint before the Internal Committee.
- In case the Aggrieved Women is unable to raise a concern for any reason (e.g. on account of physical/mental incapacity), a complaint may be filed by any person who have knowledge of the incident, with her consent.



Internal Committee:

- To appoint a nominee from an NGO or any other person who is familiar with the subject of Sexual Harassment as a third party member.
- To conduct a prompt, neutral investigation into the allegations in SIIL' premises.
- To ensure that the presence of the members as required under the Rules, of the Internal Committee in the quorum for the purpose of investigation/hearing/meeting.
- To meet once a quarter even if there is not live case and minutes of every meeting shall be recorded in the minutes register.
- To issue summon for appearance and to produce evidence.
- To recommend employer to change the workplace of victim/Respondent.
- To recommend employer the penalties as per the service rules of SIIL.
- To provide annual report to employer.
- To ensure that there is no retaliation against the Complainant, Respondent and any witness.

12. RETALIATION

If an employee believes that he/she is experiencing retaliation of the nature of intimidation, pressure to withdraw the case or threats for reporting, testifying or otherwise participating in the proceedings before the Committee, then, such employee should immediately report the matter to the Committee. Such incidents shall be treated as seriously as an alleged case of Sexual Harassment and will apply even if the original complaint is not given. Similarly, any undue influence whether direct or indirect, to the proceedings by any party shall be construed as 'Misconduct' and shall attract disciplinary action.

13. ENQUIRY REPORT

The Internal Committee shall conclude such investigation within 90 days from the receipt of the Complaint and shall submit a written report containing the findings and recommendations to the Employer as soon as practically possible and in any case, not later than 10 days from the date of completion of inquiry. The Employer shall act upon the recommendation within 60 days of its receipt from Internal Committee.

The Internal Committee shall complete all the enquiries and investigation process within 90 days and the report of the investigations shall be provided to Aggrieved Woman and Respondent.

14. CONCILIATION

- i. Once the Complaint is received, before initiating the inquiry Internal Committee shall take steps to conciliate the Complaint between the Complainant and the Respondent.
- ii. The Internal Committee shall meet the Complainant and explain the process of conciliation and formal investigation to the Complainant. The choice to opt for conciliation or formal investigation lies solely with the Complainant.
- iii. Once the due process is understood by the Complainant and she opts to go ahead with conciliation, the Committee shall note the terms for conciliation as put forth by the Complainant and communicates the same to the Respondent.
- iv. It is made clear to all parties that conciliation doesn't necessarily mean acceptance of Complaint by the Respondent. It is a practical mechanism through which issues are resolved or misunderstandings are cleared.

- v. Monetary settlement cannot be made basis of conciliation.
- vi. In case a settlement is arrived at i.e. both the parties are willing to go ahead with the settlement, the Committee records and reports the same to the Employer for taking appropriate action.
- vii. The Committee shall provide copies of the settlement to Complainant and Respondent.
- viii. Once the action is implemented, no further inquiry is conducted.
- ix. Where the Aggrieved Woman informs the Internal Committee that any term or condition of the settlement above has not been complied with by the Respondent, the Internal Committee shall proceed to make an inquiry into the Complaint.

15. RELIEF TO THE AGGRIEVED WOMAN DURING PENDENCY OF INQUIRY

The Internal Committee at the written request of the Aggrieved Woman may recommend to the Employer to –

- a. Restrain the Respondent from reporting on the work performance of the Aggrieved Woman or writing her confidential report and assign the same to another officer.
- b. Transfer the Aggrieved Woman or Respondent to another workplace.
- c. Grant leave to the Aggrieved Woman upto a period of three months, in addition to the leave, she would be otherwise entitled.

16. MANNER FOR TAKING ACTION FOR SEXUAL HARASSMENT

a) ***In case of allegation proved:*** Internal Complaint Redressal Committee, bases on its investigation and findings arrived at the conclusion that the allegation against the Respondent has been proved. It shall recommend to the employer to take any action against the Respondent as per the SILL' service rules including:

- Written apology
- Warning letter
- Reprimand or censure
- Withholding of promotion
- Withholding of pay rise or increments
- Deduction from salary
- Termination from service
- Financial Penalty (In accordance with the mental, physical trauma, loss of career opportunity, medical expenses) in lump sum or in instalments
- Undergoing a counselling session
- Transfer to another workplace

b) ***In case of allegation not proved:*** Where the allegations against the Respondent have not been proved, the Internal Committee shall provide a report to the Employer with recommendation that no action is required, and also the copy of the report will be provided to Respondent and Aggrieved Woman.

17. ACTION FOR MALICIOUS COMPLAINT OR FALSE EVIDENCE

a) Internal Committee, based on its investigation and findings arrived at the conclusion that the allegation against Respondent is malicious or made the Complaint knowing it to be false or has produced any forged or misleading document or witnesses, it shall recommend to the Employer to take any action against the Complainant as per the SILL' service rules.



- b) Failure to provide sufficient information or evidence shall not be considered as malicious complaint.
- c) The Internal Committee shall ensure that victim or witnesses are not victimized or discriminated against while dealing with complaints of Sexual Harassment. However, anyone who abuses the procedure (for example, by maliciously putting an allegation knowing it to be untrue) will be subject to disciplinary action.

18. THIRD PARTY HARASSMENT

Any harassment brought to the notice of the Internal Committee arising out of an act or omission by any third party or an outsider, SIIL shall take necessary and reasonable steps with the consent of the Aggrieved Woman in assisting in terms of support and prevention action.

19. CONFIDENTIALITY AND PENALTY FOR VIOLATION

- a) To protect the interests of the Aggrieved Woman, the Respondent and other who may relate to the incident of Sexual Harassment shall maintain confidentiality throughout the investigatory process to the extent practicable and appropriate under the circumstances.
- b) All records of complaints, including contents of meetings, results of investigations and other relevant material will be kept confidential by the employer except where disclosure is required under disciplinary or other remedial processes.
- c) No identity, address of any person involved in Sexual Harassment, report, recommendation, or any other information relation to Sexual Harassment shall not be published, communicated or make know to the public, press and media in any manner.
- d) Violation of any of the provisions of confidentiality shall be punishable as per the SIIL' service rules or shall recover a sum of five thousand rupees as penalty from such person.

20. MECHANISMS TO STRENGTHEN IMPLEMENTATION OF POLICY

- a) Communication of policy and making it available to all employees.
- b) Display at any conspicuous place at the workplace – the constitution of Internal Complaints Committee and penal consequences.
- c) Making it a part of corporate induction program.
- d) Treat Sexual Harassment as misconduct under service rules.
- e) Organize workshop for Internal Committee and awareness program for employees.

21. ANNUAL REPORT

The Internal Complaint Committee shall submit an annual report to employer in each calendar year having the following details:

- a) Number of complaints of Sexual Harassment received in the year;
- b) Number of complaints disposed off during the year;

- c) Number of cases pending for more than ninety days.
- d) Number of workshops or awareness program against Sexual Harassment carried out.
- e) Nature of action taken by the Employer.



ANNEXURE - I

Updated List as of 18th November 2022

1. INTERNAL COMMITTEE

The members of the Internal Committee are as follow:

SI No.	Position	Name	Designation	Contact Details
1	Presiding Officer	Sakshi Gangaramany	Head of Talent Acquisition	Email: sakshi.gangaramany@signify.com Phone: +91 8860355574
2	Member	Richa Tripathi	Capital Risk & Portfolio Manager	Email: richa.tripathi@signify.com Phone: +91 9818186017
3	External Member	Jyoti Grover	Counsellor (External Member)	Email: jyoti@counselquest.co.in Phone No. +91 9810071537
4	Member	Neeraj Mehta	Sr. Legal Counsel	Email: neeraj.mehta@signify.com Phone No.: +91 9810911456
5	Member	K.K. Mishra	External Consultant	Email: k.k.mishra_1@signify.com Phone: +9198106 05387
6	Member	Paresh Parulekar	General Manager – HR Services	Email: paresh.parulekar@signify.com Phone: +91 9967514892

2. SITE COMMITTEE

The Presiding Officer and external member (Counsellor) of Internal Committee will also be the Presiding Officer and external member of each Site Committee. The other members of the Site Committee are given below: -

(a) Vadodara Lighting Factory, Vadodara

SI No.	Position	Name	Designation	Contact Details
1	Member (Male)	Devendra Sharma	HR Manager	Email: devendra.sharma@signify.com Phone: +91 89054 32268
2	Member (Female)	Tanvi Patel	Factory Staff	Email: tanvi.patel@signify.com Phone:



(b) Noida Innovation Centre, Noida

SI No.	Position	Name	Designation	Contact Details
1	Member (Male)	Sunil Singh Duggal	R&D Group Manager LED Lamps India	Email: sunil.duggal@signify.com Phone: +91 9815502489
2	Member (Female)	Kamya Sarathi	Procurement Manager Systems & Service	Email: kamya.sarathi@signify.com Phone: +91 9717164906
3	Member (Female)	Megha Soni	Product Manager	Email: megha.soni@signify.com Phone: +91 9717774976

(c) Signify Innovation Limited - Labs, Bangalore

SI No.	Position	Name	Designation	Contact Details
1	Member (Female)	Padmashree .M Ramakrishna	Manager – Mobile Application	Email: padmashree.mr@signify.com Phone: +91 9449709014
2	Member (Male)	Satadru Chakraborty	HR Manager	Email : satadru.chakraborty@signify.com Phone: +91 9686666154
3	Member (Female)	Geetha Ganpati	IT Squad Lead Digital Technology	Email: geetha.ganapathy@signify.com Phone: +9198808252215

d) Signify Innovations India Limited, Mumbai

SI No.	Position	Name	Designation	Contact Details
1	Member (Male)	Paresh Parulekar	Senior Manager - HR	Email: paresh.parulekar@signify.com Phone: + 91 99675 14892
2	Member (Female)	Snehal Patil	HR Officer	Email: snehal.patil_1@signify.com Phone: + 91 9920708891

e) Signify Innovations India Limited, Chennai

SI No.	Position	Name	Designation	Contact Details
1	Member (Male)	Mrithyunjaya n Jeeva P	Marketing Manager-	Email: jeeva.mrithyunjayan.p@signify.com Phone: +91- 950566888
2	Member (Female)	Lakshmi Srinivasan	Zonal Sales Manager, Professional Trade	Email: lakshmi.srinivasan@signify.com Phone: +919810884097

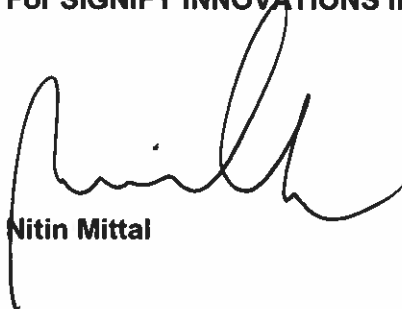
) Signify Innovations India Limited, Kolkata

SI No.	Position	Name	Designation	Contact Details
1	Member (Female)	Swagata Choudhury	Sales Manager	Email: -swagata1.chakrabarti@signify.com Phone - +91-7044093810
2	Member (Male)	Abhinav John Bora	Regional Manager – Sales	Email: abhinav.john.bara@signify.com Phone: +- 91-9910727228

g) Signify Innovations India Limited, Pune

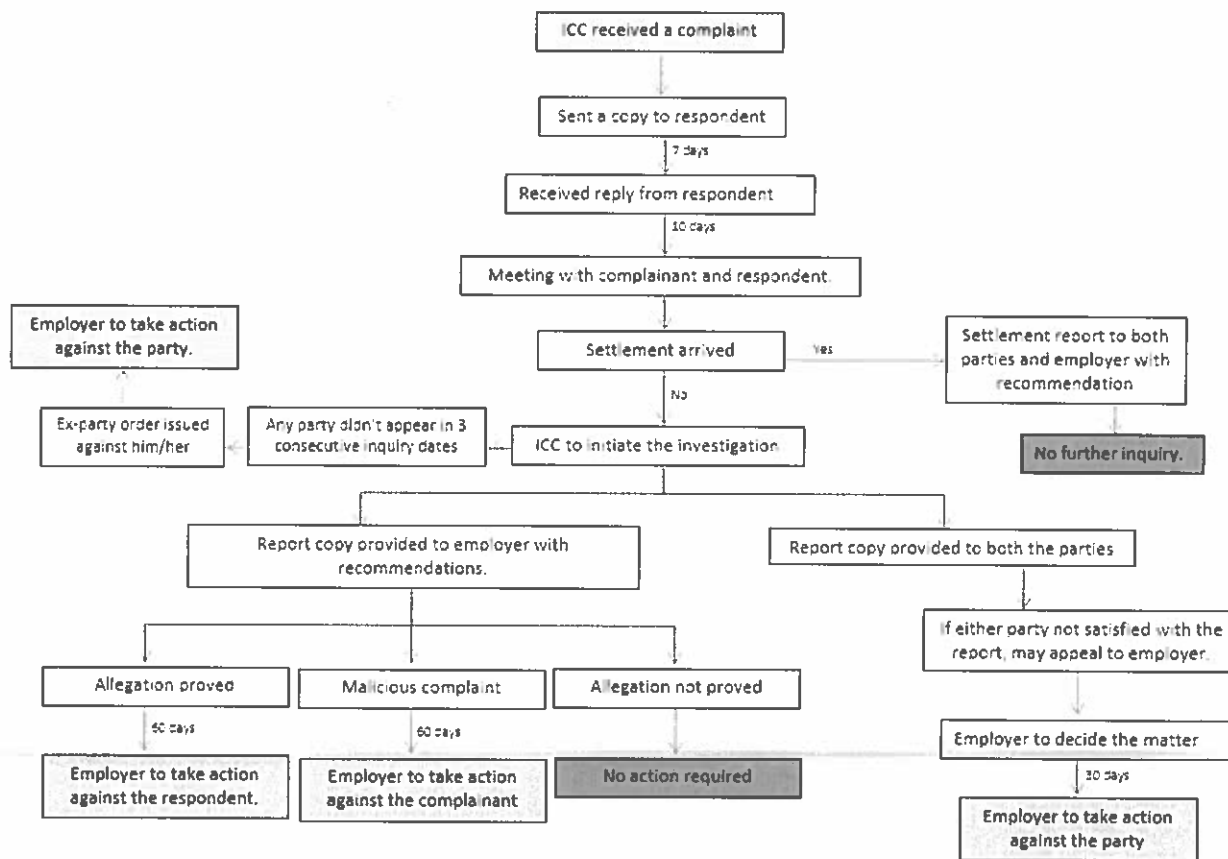
SI No.	Position	Name	Designation	Contact Details
1	Member (Female)	Payal Kapoor Nema	HR Manager	Email: payal.kapoor.nema@cooperlighting.com Phone - +91 9762199777
2	Member (Male)	Jawed Akhtar	Engineering Manager	Email: jaweed.akhtar@COOPERLIGHTING.COM Phone: +91 9765567142
3	Member (Male)	Vineet Madhav Adani	Manager CLS Engineering	Email: vineet.adtani@cooperlighting Phone: +919823282685

For SIGNIFY INNOVATIONS INDIA LIMITED



Nitin Mittal

Annexure - II



ICC : Internal Complaint Resolution Committee