

BCSEN & COMPANY LIMITED

(CIN:U27205WB1986PLC041069)

Regd. Office: 4, Lee Road, Kolkata – 700020

Tel. No. 033 – 22901125 / 1126; Fax: 033 – 22879972

Email: bcs ltd@bc senjewellers.com; Website: www.bcsenjewellers.com

NOTICE

Employees are hereby informed that in compliance with the provisions of the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and the Rules made thereunder, the following Internal Complaints Committee (ICC) has been constituted to address and resolve any complaint related to sexual harassment or misconduct under the provisions of the said Act:

1. Ms. Sonali Sen, Presiding Officer (Chairperson)
2. Ms. Munmun Sen, Member
3. Ms. Madhuri Sen, Member
4. Mr. Suvendro Mullick, Member

Employees, trainees, contract workers, visitors and any person present at the workplace who believes to have been subjected to sexual harassment may file a written complaint (or request assistance to file a complaint) to the ICC at:

Email ID of ICC: nilanjan69@hotmail.com

Postal address (if any): 4, Lee Road, Kolkata – 700020

Phone No.: 9830021323

The complaint and the detail of the complainant shall be kept confidential and the entire proceedings will be conducted in accordance with the provisions of the Act and rules related thereto without jeopardizing any rights or privileges of the complainant.

Sexual harassment at the workplace is a serious misconduct and may also attract penal consequences under applicable law. Display of this notice at a conspicuous place is mandated to ensure that all persons are aware of the existence of the ICC and the procedure for seeking redressal.

All complaints will be handled with due confidentiality, sensitivity and in accordance with the principles of natural justice and the provisions of the POSH Act and Rules.

For B. C. Sen & Company Limited



(Sonali Sen)
Chairperson
Internal Complaint Committee