

## POLICY:

### Sexual Harassment

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Indianic is committed to providing a safe, respectful, and inclusive workplace, free from sexual harassment. This policy outlines our commitment to preventing and addressing sexual harassment in compliance with current legislation, including the *Sex Discrimination Act 1984 (Cth)* and the *Equal Opportunity Act 1984 (WA)*.

#### Definition of Sexual Harassment

Sexual harassment is any unwelcome sexual advance, request for sexual favors, or other unwelcome conduct of a sexual nature that makes a person feel offended, humiliated, or intimidated, where a reasonable person would anticipate that reaction in the circumstances.

Examples include, but are not limited to:

- Unwelcome touching, hugging, or kissing
- Sexual comments or jokes
- Displaying sexually explicit images or materials
- Inappropriate questions about a person's private life or body
- Unwanted invitations or requests for dates

#### Scope

This policy applies to all employees, contractors, clients, and visitors of Indianic Group, regardless of their location or the nature of their engagement with the company.

#### Responsibilities

- Management: Responsible for fostering a work environment free from sexual harassment, ensuring compliance with this policy, and taking appropriate action when aware of any breaches.
- Employees and Contractors: Obligated to refrain from engaging in any form of sexual harassment and to report any incidents they witness or experience.

#### Reporting Procedures

Individuals who experience or witness sexual harassment are encouraged to report the incident promptly. Reports can be made to:

- Immediate Supervisor or Manager: Preferred initial point of contact.
- Human Resources: If the immediate supervisor is unavailable, involved, or the individual is uncomfortable reporting to them.
- External Agencies: Such as the Equal Opportunity Commission or the Australian Human Rights Commission, if internal resolution is not possible or preferred.

#### Investigation Process

All reports of sexual harassment will be taken seriously and handled promptly, thoroughly, and confidentially. The investigation process includes:

- Confirming receipt of the complaint.
- Conducting a fair and impartial investigation, which may involve interviews and reviewing relevant documentation.
- Determining appropriate actions based on the investigation's findings, which may include disciplinary measures or referral to external authorities.

**Confidentiality**

All parties involved in a sexual harassment complaint must maintain confidentiality to protect the integrity of the investigation and the privacy of those involved. Breaches of confidentiality may result in disciplinary action.

**Protection Against Victimization**

Indianic prohibits any form of retaliation against individuals who report sexual harassment or participate in an investigation. Any acts of victimization will be addressed promptly and may result in disciplinary action.

**Training and Awareness**

Indianic will provide regular training and resources to all employees and contractors to ensure awareness and understanding of this policy and their responsibilities in maintaining a harassment-free workplace.

By adhering to this policy, Indianic aims to maintain a workplace culture that upholds the dignity and respect of all individuals, ensuring a safe and supportive environment for everyone.

This Policy will be reviewed annually by Indianic Management.



Nigel Rees,  
Managing Director  
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