
POLICY ON PREVENTION OF SEXUAL HARASSMENT (POSH) AT WORKPLACE

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DIL Policy on Prevention of Sexual Harassment (PoSH) of Women at Workplace

Introduction

This Policy has been framed in accordance with the provisions of “The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013” and Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Rules, 2013, as may be amended from time to time (collectively hereinafter referred as “**the Act**”). Accordingly, while the Policy covers all the key aspects of the Act, for any further clarification reference shall always be made to the Act and the provisions of the Act shall prevail.

Devyani International Limited (DIL) is committed towards creating a work environment free of any form of harassment and bullying, where everyone is treated with dignity and respect. The purpose of this Policy is to promote and encourage respect and dignity for our colleagues and others and to evolve a mechanism for prohibition, prevention and redressal of Sexual Harassment cases and other acts of gender-based violence thereby upholding the commitment of the Company to provide a safe environment free from gender-based discrimination. We recruit competent and motivated people who respect our values, provide equal opportunities for their development and advancement; protect their privacy and ***do not tolerate any form of harassment or discrimination.***

We also recognize that harassment and bullying can have very serious consequences for individuals and the Company. We are committed towards taking appropriate actions for the prevention and redressal of unlawful discrimination and harassment at the workplace. This aspect is addressed through the Code of Conduct and outside the purview of this Policy. The ‘Policy on Prevention of Sexual Harassment of Women at Workplace’ intends to provide protection against sexual harassment of women at workplace and the prevention and redressal of complaints of sexual harassment and matters related to it.

This version of the policy supersedes all prior policies and communication on this matter.

Scope

- This Policy applies to all individuals who are employed/ engaged for work in regular, temporary, ad-hoc or daily wages basis, either directly or through an agent including a or contractor, with or without the knowledge of the Company, whether for remuneration or not working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes co- worker, a contract worker, probationer, trainee, apprentice at any business locations/offices of the DIL.

- This Policy covers sexual harassment committed on, as well as outside the Company's premises, in which employees/other stake-holders may find themselves in connection with their employment/ Company's services.
- Workplace under this Policy implies extended workplace including, *inter alia* travel, place of stay and work, office functions that is provided by the Company.
- This Policy extends to all employees of the Company and is deemed to be incorporated in the service conditions of all employees of the Company in India. Local country laws will take precedence over this policy, in other Geographic's, if applicable.

Definitions

1. "**Aggrieved Individual**" means in relation to a Workplace, a person, of any age whether employed or not, who alleges to have been subjected to any act of sexual harassment by the Respondent;
2. "**Board**" means the Board of Directors of the Company
3. "**Complainant**" is any aggrieved individual who makes a complaint alleging Sexual Harassment under this Policy.
4. "**Company**" means all offices and entities of DIL where Indian legislation applies.
5. "**Employee**" means a person employed for any work on regular, temporary, ad hoc or daily wage basis, either directly or through an agent, including a contractor, with or, without the knowledge of the principal employer, whether for remuneration or not, or working on a voluntary basis or otherwise, whether the terms of employment are express or implied and includes a co-worker, a contract worker, probationer, trainee, apprentice or called by any other such name at any business location/ office of DIL.
6. "**Employer**" means a person responsible for management, supervision and control of the Workplace.
7. "**ICC**" means an Internal Complaints Committee constituted under this Policy as per Section 4 of the Act.
8. "**Member**" means a member of the ICC.
9. "**Presiding Officer**" means the Presiding Officer of the ICC nominated under sub-section (2) of section 4 of the Act.

10. “Respondent” means a person against whom the Aggrieved Individual made a complaint as per the provisions of this Policy.

11. “Workplace” includes

- i. Premises, locations, Establishments, offices, branches or units established, subsidiaries which are controlled by the Company;
- ii. Places visited by the Employee arising out of or during the course of employment including official events, accommodation and transportation provided by the Employer for undertaking any journey.

Meaning of Sexual Harassment and Sexually Oriented Behavior

- A. “**Sexual Harassment and Sexually Oriented Behavior**” 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 favors; or
 - iii. making sexually colored remarks; or
 - iv. showing pornography; or
 - v. any other unwelcome physical, verbal or non-verbal conduct of sexual nature;

The above list is indicative only, a more comprehensive list is details out in **Annexure 1**.

- B. Any other unwelcome physical, verbal or non-verbal conduct of a sexual nature such as obnoxious comments or utterances, remarks or jokes, letters, phone calls, SMS or emails, gestures, stalking, sounds or display of a nature with sexual overtures, impeding or blocking movements, standing at a close distance that would make the other person uncomfortable, exclusion from workplace conversations/social events, unfair allocation of work & responsibilities etc.
- C. Any conduct that has the purpose or the effect of interfering with an individual’s work performance or creating an intimidating, hostile or offensive work environment and/or submission to such conduct is either an explicit or implicit term or condition of employment and /or submission or rejection of the conduct is used as a basis for making employment decisions, making or threatening reprisals (revenge) after a negative response to sexual advances.
- D. It includes a demand or request for sexual favors as an implicit or explicit condition of employment or in return for with a promise of work-related favors such as performance appraisals, promotions, transfers, salary increases and employment or any other form of reward or recognition.

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- E. It also includes implied or explicit promise of preferential treatment, threat of detrimental treatment in employment, threat about present or future employment status, interference with work or creating an intimidation or offensive or hostile work environment for the victim or humiliating treatment likely to affect health or safety of the victim,
- F. In general, whether a particular action or behavior constitutes sexual harassment is determined by the recipient, and is not dependent upon the intention of the perpetrator. It cannot, therefore, be excused or justified by claiming that it was unintentional or humorous. The implications of harassment are serious and DIL will take appropriate disciplinary action as described further.

Roles and Responsibilities

1. **Responsibilities of Individuals:** It is the responsibility of all to respect the rights of others and to never encourage harassment. It can be done by:
 - a. Refusing to participate in any activity which constitutes harassment
 - b. Supporting the person to reject unwelcome behavior
 - c. Acting as a witness if the person being harassed decides to lodge a complaint

All are encouraged to advise others of behavior that is unwelcome. Often, some behaviors are not intentional. While this does not make it acceptable, it does give the person behaving inappropriately, the opportunity to modify or stop their offensive behavior.

2. **Responsibilities of Managers:** All managers at DIL must ensure that nobody is subject to harassment and there is equal treatment. They must also ensure that all employees understand that harassment will not be tolerated; that complaints will be taken seriously; and that the Complainant, Respondent, or witnesses are not victimized in any way.
3. **Rights and Responsibilities of Employees of DIL:**

Employees must conduct themselves in a manner to ensure a work environment that promotes respect and upholds the dignity of every individual at the Workplace. To achieve this objective:

- a. Aggrieved Individual shall have the right to raise a complaint against Sexually Oriented Behavior to which he/she was subject to or which was targeted at him/her, to the ICC or to the Presiding Officer or any other Member of the ICC established under this Policy, as the case may be.
- b. All Employees must read and acquaint themselves with the company Policy to deal with unlawful discrimination and harassment at the Workplace and clear any doubts they have with their local HR representative. Ignorance of this Policy will not be treated as an excuse.

- c. Employee promptly report any incident of Sexual Harassment that comes to his/her knowledge to the ICC or to the Presiding Officer of the ICC or to the Official designated by the Presiding Officer of the ICC, as the case may be
- d. Employees must cooperate with the Company and the ICC in investigations and in preventing and curtailing unlawful discrimination and harassment at the Company.

Redressal Mechanism – Formal Intervention

In compliance with the Act, if the Complainant's warrants formal intervention, the Complainant needs to lodge a written complaint, which shall be followed by a formal redressal mechanism as described in this Policy. In case of a verbal complaint, the complaint will be reduced in writing by the receiver of the complaint and signatures of the Complainant will be obtained.

Internal Complaints Committee ("ICC")

Constitution of ICC:

1. The Board shall establish an ICC to deal with Sexual harassment complaints that may be filed by the Aggrieved Individual. The ICC shall consist of 5 (five) members as per the following constitution:
 - a. Not less than 50% of the total members of the ICC will be female members.
 - b. This committee will include 1 (one) external female member from an accredited and contextually relevant Non-Governmental Organization (NGO).
 - c. One Presiding Officer shall be appointed for the ICC. Such Presiding Officer shall be a Female member who is employed at a senior level at Workplace from amongst the Employees.
 - i. Provided that in case a senior-level woman employee is not available, the Presiding Officer shall be nominated from other offices or administrative units of the Workplace;
 - ii. Provided further that in case the other offices or administrative units of the workplace do not have a senior-level woman employee, the Presiding Officer shall be nominated from any other department of the Company.
 - d. The Presiding Officer will engage a person who is associated with an NGO or Institute that is engaged in the field of gender studies, equal opportunity, anti-gender discrimination, anti-sexual harassment movements, etc.

2. The term of the office of any member of ICC is for a period of three years. Any casual vacancy arising in the ICC shall be filled by any two executive directors of the Company. Any two executive directors shall be authorized to make any modification or alteration to this Policy, from time to time, for the protection of any Aggrieved Individual against any Sexual Harassment at the Workplace.
3. The names of the persons who are on the ICC from time to time along with their E-mail id and other details shall be displayed at all unit locations of the Company.
4. The names of the members of the ICC along with their email addresses are in Annexure 2.

Powers and Duties of the ICC:

1. Ensure implementation of this Policy and its review on a periodic basis.
2. Ensure and supervise constitution and functioning of the ICC.
3. Organize regular workshop and training programs, based on organizational requirement
4. Formulate programs for the spread of awareness of the Policy among the management of the Company
5. Receiving complaints of sexual harassment at the workplace
6. Initiating and conducting an inquiry as per the established procedure
7. Submitting findings and recommendations of inquiries
8. Coordinating with the Employer in implementing appropriate action
9. Maintaining strict confidentiality throughout the process as per established guidelines
10. Submitting annual reports in the prescribed format.

Complaint

1. Any Aggrieved Individual may make, in writing, a complaint of Sexual Harassment at the Workplace to the ICC, within a period of **3 (three) months** from the date of incident and in case of a series of incidents, within a period of **3 (three) months** from the date of last incident.

- a. However, in the event such complaint cannot be made in writing, the Presiding Officer or any Member of the ICC shall render all reasonable assistance to the Aggrieved Individual for making the complaint in writing;
 - b. Further, the ICC may, for reasons to be recorded in writing, extend the time limit not exceeding **3 (three) months**, if it is satisfied that the circumstances were such which prevented the Aggrieved Individual from filing a complaint within the period prescribed hereinabove.
 - c. At the time of filing the complaint, the Complainant shall submit to the ICC, six copies of the complaint along with supporting documents and the names and addresses of the witnesses (if any).
2. In the event the Aggrieved Individual is unable to make a complaint on account of her physical or mental incapacity or death or otherwise, her legal heir or such other person authorized under the Act, may make a complaint under this Policy.
 3. A note should be kept of the date(s) the Aggrieved Individual was approached and what was said. This may be needed in evidence should harassment, victimization or bullying continue or recur.

Receiving a Complaint (guidelines)

Dealing with incidents of Sexual Harassment is not like any other type of dispute. Complainant may be embarrassed and distressed and it requires tact and discretion while receiving the complaint.

The following points are kept in mind by the receiver of the complaint:

1. Complaint should be listened to and the Complainant should be informed that the Company takes the concerns seriously. Complainant shall be informed that these concerns will be reported to the appropriate committee and follow-up will be done speedily.
2. Situation should not be pre-judged. Written notes need to be taken while listening to the person. Complainant is allowed to bring another person to the meeting if they wish. When taking accurate notes, Complainants' own words, where possible, should be used. Clear description of the incident in simple and direct terms should be prepared and details should be confirmed with the Complainant.
3. All notes shall be kept strictly confidential. Complainant's agreement should be taken to allow proceeding with the matter, which involves a formal investigation.

4. The Complainant should be advised that although the process is confidential, the respondent would be informed and any witnesses and persons directly involved in the complaint process will also learn of the Complainant's identity.

Care should be taken to prevent any disadvantage to or victimization of either the Complainant or the Respondent.

Conciliation

The ICC may, before initiating an inquiry into the complaint filed by an Aggrieved Individual and at the request of the Aggrieved Individual, take steps to settle the matter between her and the Respondent through conciliation.

1. Once the complaint is received, before initiating the inquiry the committee may take steps to conciliate the complaint between the Complainant and the Respondent. **This is only if requested by the Complainant.**
2. It is made clear to all parties that conciliation in itself doesn't necessarily mean acceptance of complaint by the Respondent. It is a practical mechanism through which issues are resolved or misunderstandings cleared.
3. In case a settlement is arrived at, the committee records & reports the same to the Employer for taking appropriate action. Resolution through conciliation shall happen within **2 weeks** from the date of receipt of the complaint.
4. The ICC shall provide copies of the settlement to Complainant & Respondent. Once the action is implemented, no further inquiry shall be conducted by the ICC.

Inquiry into the Complaint

Conducting Inquiry

The ICC shall initiate the inquiry into the complaint under the following events:

- No conciliation was requested by the Aggrieved Individual
- Conciliation (when requested) did not result in any settlement
- Complainant informed the committee that any term or condition of the settlement arrived through conciliation, has not been complied with by Respondent.

The ICC will proceed to make an inquiry into the complaint within a period of **1 (one) week** from the date of receipt of the original complaint/closure of conciliation/repeat complaint.

Manner of inquiry into complaint:

1. At the time of filing the complaint, the Complainant shall submit 6 (six) copies to the ICC along with supporting documents and the names and the addresses of the witnesses (if any).
2. Upon receipt of the complaint, the ICC will send 1(one) copy of the complaint to Respondent within 7 working days from the receipt of the complaint.
3. Respondent will reply with all supporting documents within 10 working days of receiving the copy of the complaint.
4. Within 7 (seven) days from receipt of reply from the Respondent, the Presiding Officer shall endeavor to convene a meeting of the ICC for initiating the inquiry into the complaint. Such a meeting may be face to face, through audio/ video conferencing or a combination thereof.
5. The ICC shall endeavor to make the inquiry into the complaint in accordance with the principles of natural justice.
6. No legal practitioner can represent any party at any stage of the inquiry procedure.
7. The ICC shall have a 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 (three) consecutive hearing convened by the Presiding Officer of the ICC. However, such termination or *ex-parte* order may be passed by the ICC only after giving a written notice 15 (fifteen) days in advance, to the party concerned.
8. In conducting the inquiry, the Presiding Officer shall ensure that a minimum of 3 (three) committee members including the Presiding Officer are present at the meeting.
9. The inquiry by the ICC should be completed within 45 working days from the date of receipt of the complaint and refer their findings in writing to their final recommendation to the Decision-Making Committee.
10. The Decision-Making Committee of the Company will take the final decision on the case based on the recommendation of the ICC within 7 working days of receiving such recommendations. The names of the members of the Decision-Making Committee are in Annexure 2.
11. The decision on the case will be communicated to the Complainant and the Respondent by the HR department of the Company.

Interim Relief

During pendency of the inquiry, on a written request made by the Complainant, the ICC may recommend to the management of the Company to:

1. Transfer the Complainant or the Respondent to any other workplace
2. Prevent the Respondent from assessing Complainant's work performance
3. Grant such other relief as may be appropriate.

Once the recommendations of interim relief are implemented, the management of the Company will inform the ICC regarding the same.

Protection Against Victimization

1. In the event Complainant being an Employee and the accused being his / her manager, during the pendency of the investigation and even after such investigation if the manager is found to be guilty, the accused shall not act as Manager of the Complainant.
2. During the pendency of the inquiry and without prejudice to the terms of the Appointment, the ICC may, at the request of the Complainant or at its sole discretion, grant leave or transfer for a period that may be deemed necessary, which will not extend beyond closure of the inquiry/case. Also, the Committee may, at its sole discretion, ask the accused to proceed on leave or the Committee may transfer to a different unit of the Company, during the pendency of the inquiry.

Termination of Inquiry

The ICC may terminate the inquiry or give ex-parte decision, if the Complainant or Respondent respectively is absent for 3 consecutive hearings, without any reason 15 days' written notice to be given to both the Parties, before termination or ex-parte order.

Inquiry Procedure

1. All proceedings of the inquiry shall be documented. The ICC will interview the Respondent separately and impartially. The ICC will state exactly what the allegation is and who has made the allegation. The Respondent will be given full opportunity to respond and provide any evidence etc. Detailed notes of the meetings will be prepared which may be shared with the Respondent and Complainant upon request. Any witnesses produced by the Respondent will also be interviewed & statements will be taken on record.
2. If the Complainant or Respondent desires to cross-examine any witnesses, the ICC will facilitate the same and record the statements.

3. In case Complainant or Respondent seeks to ask questions to the other party, they may give them to the ICC which will ask them and record the statement of the other party.
4. Any such inquiry will be completed, including the submission of the Inquiry Report, within **45 days** from the date on which the inquiry commenced. The inquiry procedure will ensure absolute fairness to all parties.

Considerations while preparing the Inquiry Report

While preparing the findings/recommendations, the following will be considered:

- Whether the language used (written or spoken), visual material or physical behavior was of sexual or derogatory nature
- Whether the allegations or events follow logically and reasonably from the evidence
- Credibility of complainant, respondent, witnesses and evidence
- Other similar facts, evidence, for e.g., if there have been any previous accounts of harassment pertaining to the respondent
- Both parties have been given an opportunity of being heard
- A copy of the proceedings was made available to both parties enabling them to make representation against the findings

Action to be taken after inquiry

1. Post the inquiry the ICC will submit its report containing the findings and recommendations to the Decision-Making Committee, within 7 days of completion of the inquiry.
2. The findings and recommendations will be reached from the facts established and recorded accurately.
3. If the situation so requires, or upon request of the Complainant, Respondent or witness, ICC may decide to take interim measures such as transfer, changing of shift, grant of leave etc. to protect against victimization or distress during or subsequent to the course of inquiry, pending the final outcome.

Consequences of Complaint being Substantiated or Unsubstantiated:

1. In the event that allegations made in the complaint are proved against the Employee, it will be taken as proved misconduct and the competent authority may impose any of the punishment as envisaged in the policy on the disciplinary process of the Company.
2. The outcome of any redressal process will depend on the nature and circumstances of each grievance. Punishment accorded to offenders of the policy must be commensurate to the

offence committed and must have a clear rationale. The ICC and the company's approach must ensure the protection to the company from any possible risk and a reformative approach towards affected individual employees.

a. In such instances where a complaint is found to be malicious/ fictitious, such disciplinary action may be taken against the Complainant as would have been taken against the Respondent, had the complaint been proven to be factual. However, the mere inability to substantiate a complaint or provide adequate proof would not be deemed adequate to attract action against the aggrieved Complainant. Malicious intent or falsehood shall need to be established by an inquiry before action is recommended.

3. Disciplinary action may also be taken in instances where:

- a. A person retaliates, threatens or victimizes another person because of their involvement in the grievance process.
- b. Unnecessary disclosure of information (a breach of confidentiality) has occurred.

Appeal

Any party not satisfied or further aggrieved by the implementation or non-implementation of recommendations made, may appeal to the appellate authority in accordance with the Act, within 90 days of the recommendation being communicated. .

Record Keeping

- a. All records of cases handled by the ICC will be maintained by the Committee.
- b. The Presiding Officer of the ICC will be required to file a monthly report to the Head of Finance and Head of Legal on the activities of the ICC
- c. The ICC will in accordance with government regulation, submit annual reports regarding actual cases of sexual harassment at the workplace to the relevant government department.
- d. The Presiding officer of the ICC will submit a quarterly report of complaints received, disposed off and pending with ICC with the Compliance officer for further submission of the status report with the Audit Committee.

Savings

1. The proceedings under this policy shall not be stalled or postponed merely because the Complainant is proceeding against the Respondent under any other provision of civil or criminal law.
2. The provisions of this policy shall not restrict the power of company or Complainant to proceed against the alleged offender for any other misconduct or to pursue criminal or civil remedies.

Confidentiality

1. The identity of the Complainant, Respondent, witnesses, statements and other evidence obtained in the course of inquiry process, recommendations of the committees, actions taken by the Employer are considered confidential materials, and not published or made known to the public or media.
2. Any person contravening the confidentiality clauses is subject to disciplinary action as prescribed in the Act.

ANNEXURE 1

Sexually oriented behavior shall mean and include but not limited to the following:

- ❖ Material that is sexual in nature, sexist, sexually explicit and so on and is displayed in the workplace, circulated, or put in someone's workspace or belongings, or on a computer or fax machine or on the Internet or any other public display system or public place in the work premises
- ❖ Verbal abuse or comments that put down people because of their sex
- ❖ Comments about people's (women/men) bodies
- ❖ Tales of sexual exploits
- ❖ Graphic descriptions of pornography
- ❖ Pressure for dates
- ❖ Sexually explicit gestures
- ❖ Unwelcome touching and hugging (with sexually determined behavior)

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- ❖ Sexist and insulting graffiti
 - ❖ Sexist jokes and cartoons
 - ❖ Obscene phone calls / text messages
 - ❖ Displaying pornography in the workplace
 - ❖ Insisting that workers wear revealing clothing
 - ❖ Inappropriate gifts (for example, lingerie)
 - ❖ Discussion of one's partner's sexual inadequacies
 - ❖ Lewd and threatening letters
 - ❖ "Accidentally" brushing sexual parts of the body (when such brushing is sexually oriented)
 - ❖ Pressing or rubbing up against a victim (intentionally)
 - ❖ Sexual sneak attacks (such as grabbing private parts on the run)
 - ❖ Indecent exposure
 - ❖ Subtle or overt pressure for sexual favors
 - ❖ Soliciting sexual services
 - ❖ Demanding sexual services
 - ❖ Sexual or physical contact, such as slapping, kissing or touching
 - ❖ Intrusive questions about sexual activity
 - ❖ Sexual assault
 - ❖ Repeated sexual invitations when the person invited has refused/ignored similar invitations
 - ❖ Coerced sexual intercourse (e.g., as a condition of employment or academic)

ANNEXURE 2

Internal Complaints Committee

Region (RSC)	Name	Designation	Email
Corporate Office at Gurgaon	1. Ms. Aarti Marwaha	Head HR (Presiding Officer of the Committee)	Aarti.marwaha@dil-rjcorp.com
	2. Ms. Ujala Bedi Chaudhary	External Member	ujala@naviyoti.org.in
	3. Mr. Varun Prabhakar	Head of Legal	varun.prabhakar@dil-rjcorp.com
	4. Mr. Gaurav Gupta	Head of Finance	gupta.gaurav@dil-rjcorp.com
	5. Ms. Shailaja Rao	AGM, Corporate Communications	shailaja.rao@dil-rjcorp.com

(North)	Name	Designation	Email
(Comprising of Delhi, Haryana, Uttar Pradesh, Rajasthan, Punjab, Jammu & Kashmir, Himachal Pradesh, and Uttarakhand)	1. Ms. Monika Mehra	DGM, HR (Presiding Officer of the Regional Committee)	monika.mehra@dil-rjcorp.com
	2. Ms. Ujala Bedi Chaudhary	External Member	ujala@naviyoti.org.in
	3. Mr. Shekhar Vishnoi	Head-Corporate Secretarial	Shekhar.vishnoi@dil-rjcorp.com
	4. Ms. Divya Sharma	Senior Manager, Legal	divya.sharma@dil-rjcorp.com
	5. Mr. Prashant Kumar	AGM, operations	prashant.chauhan@dil-rjcorp.com

(South and west)	Name	Designation	Email
Mumbai, Gujrat, Telangana, Karnataka, Kerela, Andra Pradesh, Tamil Naidu and Adman Nicobar, Lakshadweep	1. Ms. JN Surekha	Senior Manager, Business Development (Presiding Officer of the Regional Committee)	in.surekha@dil-rjcorp.com
	2. Ms. Ujala Bedi Chaudhary	External Member	ujala@naviyoti.org.in
	3. Ms. Gunjan Shukla	Manager, Corporate Secretarial	gunjan.shukla@dil-rjcorp.com
	4. Mr. Ashily Antony	AGM, Operations	antony.ashily@dil-rjcorp.com
	5. Mr. Aniket Anant Dabhalkar	Senior Manager, HR	aniket.dabhalkar@dil-rjcorp.com

(East)	Name	Designation	Email
West Bengal, Bihar, Madhya Pradesh, Odisha, all states of Northeast, Chhattisgarh, Jharkhand	1. Ms. Saumya Tandon	DGM, Marketing (Presiding officer of the Regional Committee)	saumya.tandon@dil-rjcorp.com
	2. Ms. Ujala Bedi Chaudhary	External Member	ujala@naviyoti.org.in
	3. Ms. Deepmala	AGM, Quality	deepmala.bhatnagar@dil-rjcorp.com
	4. Mr. Avinash Singh	AGM, Operations	avinash.singh@dil-rjcorp.com
	5. Mr. Bipin Kumar Mishra	Manager, Corporate Affairs	bipin.mishra@dil-rjcorp.com

Decision Making Committee

Name	Designation
1. Mr. Rahul Puri	Vice President (Information Technology)
2. Mr. Pran Raj	Vice President (Supply Chain Management)