



Sexual Harassment Prevention Policy Statement

Our Commitment

At TechPoint Group, we are committed to providing a working environment where everyone is treated with dignity, courtesy and respect.

We have a zero-tolerance approach to sexual harassment and expect everyone who works with us or on our behalf to uphold the same standards of behaviour.

This commitment applies to all employees, agency workers, temporary workers, contractors, consultants, freelancers, suppliers, customers, visitors and any other individuals who interact with our organisation.

Our Expectations

Everyone working with or visiting our organisation must:

- Treat others with dignity, professionalism and respect.
- Behave in a manner that contributes to a safe and inclusive working environment.
- Refrain from any form of sexual harassment or unwanted conduct of a sexual nature.
- Respect personal boundaries and recognise that behaviour which may be intended as humour or friendly can still be unwanted and unacceptable.
- Cooperate with any investigation into concerns raised.

Examples of unacceptable behaviour include, but are not limited to:

- Unwanted sexual comments, jokes or remarks.
- Sexual gestures or suggestive behaviour.
- Unwanted touching or physical contact.
- Requests for sexual favours.
- Displaying or sharing sexually explicit or offensive material.
- Sending unwanted messages, emails, images or social media communications of a sexual nature.
- Repeated unwanted invitations or advances.
- Any conduct that creates an intimidating, hostile, degrading, humiliating or offensive working environment.

This behaviour is unacceptable whether it occurs:

- At our premises.
- At customer or supplier sites.



- During business travel.
- At meetings, exhibitions or conferences.
- At work-related meals or social events.
- In hotels during business travel.
- During online meetings or through electronic communications connected with work.

Speaking Up

We encourage anyone who experiences or witnesses sexual harassment involving our organisation to report their concerns as soon as possible.

Reports will be treated seriously, handled as sensitively and confidentially as possible, and investigated promptly and fairly. Individuals who raise concerns or participate in an investigation will not be treated unfavourably for doing so.

Our Response

Where sexual harassment is found to have occurred, we will take appropriate action.

Depending on the circumstances, this may include:

- Asking an individual to leave our premises.
- Removing access to our sites.
- Ending a meeting or business engagement.
- Refusing future access to our workplace.
- Reviewing or terminating contracts or business relationships where appropriate.
- Taking disciplinary action where the individual is our employee or worker.
- Reporting matters to the police where criminal behaviour is suspected.

Shared Responsibility

Preventing sexual harassment is everyone's responsibility. We ask all those who work with or visit TechPoint Group to help maintain a workplace where everyone feels safe, respected and able to carry out their work free from harassment.

By working with our organisation, you acknowledge our commitment to these standards and agree to conduct yourself in accordance with this statement.