



# WELL BEING FOUNDATION

Creating Ripples of Sustainable Change

## Policy to Prevent Sexual Harassment at Workplace (POSH)

The Foundation believes that every employee, volunteer, consultant, intern, beneficiary, and stakeholder has the right to work and engage in an environment that promotes equality, respect, and personal dignity.

Sexual harassment in any form is strictly prohibited and will not be tolerated. Sexual harassment includes unwelcome physical contact, advances, requests for sexual favors, sexually colored remarks, inappropriate messages, gestures, jokes, visual displays, or any verbal, non-verbal, or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive environment.

WELL BEING FOUNDATION shall comply with all applicable laws related to the prevention of sexual harassment at the workplace and shall establish appropriate mechanisms for reporting, inquiry, and redressal of complaints. All complaints will be handled promptly, fairly, confidentially, and without retaliation against the complainant or witnesses.

Employees, volunteers, and representatives are expected to maintain professional behavior and respect the dignity and boundaries of others at all times. Awareness programs and training may be conducted regularly to promote understanding of respectful workplace behavior and prevention of harassment.

Any individual found guilty of sexual harassment or retaliation may face disciplinary or legal action in accordance with organizational policies and applicable laws.



**Farha Naaz**  
Chief Executive Officer



**PHONE**  
+91 9891129635



**ADDRESS**  
E-26 White House, Khizrabad, New Friends Colony 110025 New Delhi



**EMAIL**  
wbfnngo@gmail.com



**WEBSITE**  
www.wbfngo.org