



FELCRA Jayapura Sdn. Bhd.
(Kilang Kelapa Sawit Jayapura)

SEXUAL HARASSMENT POLICY

FELCRA Jayapura Sdn. Bhd. is committed to establish a work environment free from sexual harassment, whether between the same gender or different genders. We take this matter very seriously and will not tolerate it.

To achieve this objective, We will:

- Take immediate action on sexual harassment complaints.
- Impose appropriate measures, including disciplinary actions against the perpetrator.

Complaints and Actions Taken

An employee has the right to make a complaint in writing or verbally if they find themselves involved in or subjected to sexual harassment. Every complaint received will be thoroughly investigated as follows:

- Interrogate both parties in detail.
- Conduct an in-depth investigation to gather relevant evidence.

If the allegations are confirmed, immediate action will be taken against the offensive behavior. Actions such as counseling or termination of employment will be taken, depending on the severity of the offense.