



PRESKO POLICY ON EQUAL OPPORTUNITY - SEXUAL HARASSMENT

OBJECTIVES:

The purpose of this policy is:

- To register Presco Plc commitment to the promotion of Equal Opportunity and to the prohibition of sexual harassment
- To communicate with clarity this commitment and policy
- To ensure Presco employees are not victims of sexual harassment and that all are treated with equal respect

GUIDELINES AND METHODS:

Commitment

Presco Plc is committed to the prohibition of sexual harassment in its workplace and therefore Presco:

- Recognises that sexual harassment erodes the rights of the individual
- Regards sexual harassment as a serious breach of Presco Equal Opportunity Policy
- Supports the rights of individuals to be free from sexual harassment while engaged in activities undertaken as part of their employment

Scope

This policy applies to all Presco Plc locations at Obaretin, Cowan and Ologbo estates, for all employees of Presco Plc (referred as the "Company") and also includes visitors, students, and subcontractors inside and outside of normal scheduled working hours.

Policy statement

It is our policy to provide to all a work environment free of sexual harassment.

- **Definition of sexual harassment:** Unwelcome sexual behaviour that has the effect of offending, intimidating or humiliating a person. It may be a single incident or occur over a period of time. In defining and identifying sexual harassment it is the effect of the behaviour that is relevant not the intent.
- **Examples** of behaviours that may constitute sexual harassment include:
 - Sexual jokes, lewd suggestions, whistling, foul language, leering, obscene gestures



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- Belittling comments on a person's anatomy or based on sex-role stereotypes
 - Persistent demands for participation in social activities or repeated requests for dates
 - Asking about a person's private or sex life, explicit sexual suggestions in return for 'reward'
 - Unwanted physical contact of a sexual nature including touching, brushing, kissing
 - Display of pornographic and/or sexually suggestive pictures, screen savers, jokes etc. and/or sexual objects
 - Sexually offensive written, telephone or electronic communications
 - Indecent exposure; and
 - Sexual assault and rape. Sexual assault and rape are criminal offences and the person assaulted will be advised to report the offence to the police.
- In establishing **appropriate standards** of behaviour Presco recognizes:
 - Social or cultural backgrounds may lead people to perceive the same conduct differently
 - Some people may accept, as reasonable, a behaviour that other people find offensive
 - Sexual harassment can arise where different values and beliefs are not respected
 - Both men and women may be sexually harassed by a person or persons of the same or opposite gender
 - Appropriate behaviour is behaviour which respects the rights and sensitivities of all people in Presco workplace and environment
 - All individuals have a responsibility to contribute towards an environment of trust and respect which forms the basis of appropriate professional relationships.
 - **Exclusions.** Sexual harassment does not refer to behavior that is mutually acceptable to the parties involved. Friendships (whether sexual or otherwise) are a private concern.

Implementation

In order to implement this policy Presco shall ensure the following actions:

- **Communication.** This policy, and related information on sexual harassment, will be communicated to all Presco Plc employees and the wider public using the full range of communication methods available to the company. Awareness on the subject will thereby be raised.
- **Monitoring.** Presco management will ensure that no sexual harassment is allowed in its workplace.
- **Monitoring complaints.** Members who believe that they have suffered any form of sexual harassment are entitled to raise the matter. HSE manager will coordinate the follow-up of those complaints.



- All complaints of harassment will be dealt with seriously, promptly and confidentially.
- Every effort will be made to ensure that members who make complaints will not be victimised.
- Victimisation may result in disciplinary action.
- **Documentation.** A system will be developed and implemented to collect eventual complains on breach of the sexual harassment policy and follow-up on them.
- **Review.** This policy will be reviewed annually and revised as necessary in the light of eventual new laws and regulations.

Responsibilities

- All employees are responsible for ensuring that equal opportunity principles are respected and no harassment is ongoing
- Managers and supervisors are responsible for understanding the legislation and ensuring that the workplace and environment is safe and free from sexual harassment. They are also responsible for reporting if such case occurs
- The HSE department is responsible for the ongoing development and maintenance of this policy. They are also responsible for taking the reasonable steps to eliminate sexual harassment
- Staff who fails to fulfill the responsibilities required by this policy may find themselves personally liable for damages

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May 30th 2016