



POLICY ON PREVENTION OF SEXUAL HARASSMENT AT WORK

Prevention, prohibition and redressal, as required by the Indian Act of 2013 and applied across the company

Document No.: CYD-HR-02 | Version 1.0 | Effective date: November 5, 2026 | Owner: Zebroid Private Limited | Status: Approved

1. Purpose and scope

Zebroid Private Limited is committed to a workplace where everyone is safe and respected. This policy follows the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, which applies to the company's workplaces in India, and the company applies the same standard of protection to all its people in every country, in addition to any local law. It applies to employees, trainees, interns, consultants, doctors and anyone else who works with or for the company, at the workplace, at company events, while travelling for work and in online communication.

2. What is sexual harassment

Sexual harassment includes any unwelcome act or behaviour, direct or by implication, such as physical contact and advances, a demand or request for sexual favours, sexually coloured remarks, showing pornography, or any other unwelcome physical, verbal or non-verbal conduct of a sexual nature. Promises of favourable treatment, threats of harm, or creating an intimidating or hostile environment, linked to such conduct, are also covered.

3. Internal Committee

The company constitutes an Internal Committee at each office where the law requires it, with the following composition:

- A Presiding Officer, who is a woman employed at a senior level.
- At least two members from among the employees who are committed to the cause of women or have legal knowledge or social work experience.
- One external member from a non-governmental organisation or association committed to women's causes, or a person familiar with issues of sexual harassment.
- At least half of the members must be women.

The names and contact details of the members are displayed on notice boards and on the company intranet and are given below.

Position	Name	Contact
Presiding Officer		
Member		
Member		
External member		

4. How to complain

1. A person who has experienced sexual harassment may complain in writing to the Internal Committee within three months of the incident, or of the last incident in a series. The committee may extend the period by a further three months for good reasons. Where the person cannot write, the committee will help to put the complaint in writing.



2. The committee may, at the request of the complainant, try to resolve the matter by conciliation, but no money settlement is made as the basis of conciliation.
3. If conciliation is not requested or does not succeed, the committee inquires into the complaint in line with the principles of natural justice, giving both sides a fair hearing, and completes its inquiry within ninety days.
4. Within ten days of the inquiry, the committee gives its report to the employer and to both parties. The employer acts on the recommendations within sixty days.
5. During the inquiry, the committee may recommend interim relief to the complainant, such as a transfer or leave.

5. Confidentiality and protection

The identity of the complainant, the respondent and witnesses, and the details of the complaint and inquiry, are confidential and are not made public. No one may retaliate against a person for making a complaint or taking part in an inquiry in good faith. A false complaint made with malicious intent may result in action, but a complaint that cannot be proved is not itself a false complaint.

6. Action

Where harassment is proved, the company takes action under its service rules, which may include a written warning, loss of pay or benefits, suspension or termination, and it may also help the complainant to report the matter to the police. A doctor or contractor found to have harassed anyone may have their engagement with the platform ended.

7. Awareness and reporting

The company holds awareness sessions for all staff and training for the Internal Committee at least once a year, displays a notice of the penalties for sexual harassment, and includes in its annual report the number of complaints received, resolved and pending, as the law requires. Where a workplace is outside India, the person may also use the local legal route, and the directors will help.

8. Duties of the company as employer

- Provide a safe working environment, free of sexual harassment, and display the notice that sets out the penalties for it and the Internal Committee's details.
- Organise awareness programmes and workshops, and train the members of the Internal Committee.
- Give the Internal Committee the facilities that it needs to inquire, and assist in securing the attendance of witnesses and the production of documents.
- Treat sexual harassment as misconduct under the service rules and act on the Internal Committee's findings.
- Assist the complainant, if she or he chooses, in making a complaint to the police.
- Monitor the timely submission of reports by the Internal Committee.

9. Remote, virtual and off-site work

This policy applies in the same way to remote work, to video calls, to messages on any platform and to events, travel and meetings with doctors, partners or patients. Conduct that happens outside normal working hours or places is covered if it is connected with work or affects the working environment.



10. Doctors, contractors and visitors

Doctors, consultants and contractors who work on the platform, and visitors to the offices, are expected to follow this policy. A complaint against a person who is not an employee is dealt with by the Internal Committee as far as it can, and the company will take action under its contract with that person.

11. Information to be included in a complaint

Item	Details
Name and contact of complainant	
Name and position of respondent	
Date, time and place of incident(s)	
Description of what happened	
Witnesses and documents, if any	
Whether conciliation is requested	

12. Annual report of the Internal Committee

The company holds induction and annual sessions on this policy for all staff and doctors. Every year the Internal Committee prepares a report that states the number of complaints received, the number disposed of, the number pending for more than ninety days, the awareness sessions held and the action taken, and the company includes the information in its annual report and gives it to the authority that the law requires.

13. Notice for display

Sexual harassment at the workplace is prohibited by law and by this policy. A person who is found to have committed it will face disciplinary action, which may include termination, and may also face prosecution. Anyone who experiences it may complain to the Internal Committee, whose members are named in this policy and on the notice boards. Every complaint is treated seriously and in confidence, and no one will be punished for making a complaint in good faith.

14. Support for complainants

The company will make sure that a complainant is treated with respect and is not disadvantaged. It may allow a change of reporting line, leave or other interim measures on the recommendation of the Internal Committee, and it will offer access to counselling or support where it is available. The complainant may bring a colleague for support to meetings with the committee.

Approval

This document is approved by the directors of Zebrold Private Limited, the operator of Consult Your Doctor.

Hemendrah Kumar Sadamsetty

Electronically signed | November 5, 2026

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Director, Zebrold Private Limited

Date: November 5, 2026

Indu Reddy Morthala

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