



**PT. GADINGPUTRA SAMUDRA**  
MARINE OFFSHORE SERVICES

## **ANTI HARASSMENT AND DISCRIMINATION POLICY**

It is the policy of PT. GADINGPUTRA SAMUDRA on behalf of itself and its subsidiaries, (hereafter referred as to the "Company") that each employee is individually responsible for maintaining acceptable standards of personal behaviour in the business environment and for helping to ensure that all PT. GADINGPUTRA SAMUDRA employees, as well as anyone invited into PT. GADINGPUTRA SAMUDRA property, are able to carry out their assigned duties in a business atmosphere that is free from harassment or discrimination.

PT. GADINGPUTRA SAMUDRA prohibits not only unlawful harassment, but also unprofessional and discourteous actions. Accordingly, racial, ethnic, religious, age, sexual orientation, sexual or other inappropriate remarks, slurs or jokes will not be tolerated.

Any employee who feels harassed by a supervisor, manager, co-worker, subordinate, client or other person is encouraged to tell the offending individual(s) that their behaviour is offensive and/or unwelcome and to stop.

The offended employee should report the conduct to his/her supervisor if for any reason the offended employee is uncomfortable confronting the individual(s) or if the offensive behaviour continues.

The Company will attempt to handle all complaints concerning harassment in a timely fashion. The complaint and all the details of the investigation will be treated as confidential information.

If the investigation shows that the offending employee did engage in harassment or discriminatory conduct, the Company will take appropriate action, which will include anything from a reprimand to termination of employment. The necessary preventative and disciplinary action to be taken will be jointly decided by the General Manager and respective Department Head.

No retaliation will be tolerated against any employee or other person, who in good faith complains about or witnesses prohibited harassment.

November 15, 2018

  
PT. GADINGPUTRA SAMUDRA  
MARINE OFFSHORE SERVICES

**Jimie Johny Antouw**  
**President Director**

