

# Sexual Harassment Prevention Notice



Combating  
Sexual Harassment

## Sexual harassment is against the law.

All employees have a legal right to a workplace free from sexual harassment, and [ SANDEEP DIAMOND CORPORATION ] is committed to maintaining a workplace free from sexual harassment.

Per New York State Law, [ SANDEEP DIAMOND CORPORATION ] has a sexual harassment prevention policy in place that protects you. This policy applies to all employees, paid or unpaid interns and non-employees in our workplace, regardless of immigration status. You are receiving this notice, as required by law, either at the time of hiring or during your annual sexual harassment prevention training.

If you believe you have been subjected to or witnessed sexual harassment, you are encouraged to report the harassment to a supervisor, manager or [ SANDEEP SHAH ] so we can take action.

Our complete policy  is enclosed/attached  may be found at the link below:  
EMPLOYEE HANDBOOK

Our training materials  are enclosed/attached  may be found at the link below:  
<https://www.ny.gov/combating-sexual-harassment-workplace/employers>  
TRAINING VIDEOS – PART 1 & 2

Our Complaint Form  is enclosed/attached  may be found at the link below:  
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## If you have questions or to make a complaint, please contact:

PURVI SHAH - pshah@sandeepdiamond.com

ABHISHEK SHAH - abhishek@sandeepdiamond.com

A handwritten signature in blue ink that reads "S. Shah".

SANDEEP SHAH  
PRESIDENT

For more information and additional resources, please visit:  
[www.ny.gov/programs/combating-sexual-harassment-workplace](http://www.ny.gov/programs/combating-sexual-harassment-workplace)