



Policy Against Violations and Harassment

At Junel, we are dedicated to fostering a work environment that is respectful, inclusive, and free from all forms of harassment and violations. This policy outlines our commitment to preventing and addressing instances of harassment and violations within our organization.

Policy Statement

We strictly prohibit any form of harassment, discrimination, or violations based on factors such as race, color, religion, gender, sexual orientation, age, disability, or any other protected status. This policy applies to all employees, contractors, visitors, and anyone representing [Company Name].

Key Principles

1. Harassment-Free Environment

We are committed to maintaining a workplace where employees are treated with dignity and respect. Harassment, including verbal, physical, visual, or online harassment, is strictly prohibited.

2. Reporting Process

Any employee who experiences or witnesses harassment, discrimination, or violations is encouraged to report the incident promptly. Reports can be made to the designated HR representative, supervisor, manager, or through our established reporting channels.

3. Confidentiality and Non-Retaliation

Reports of harassment or violations will be handled confidentially to the extent possible. We strictly prohibit any form of retaliation against individuals who report incidents in good faith.

4. Investigation and Corrective Actions

All reports will be promptly investigated. If a violation is substantiated, appropriate corrective actions will be taken, ranging from education and counseling to disciplinary measures, up to and including termination.

Support and Resources

We are committed to providing support and resources to employees who experience harassment, discrimination, or violations. This includes access to counseling services, information about legal rights, and assistance in navigating the reporting process.

Compliance

All employees are expected to adhere to this Policy Against Violations and Harassment. By doing so, we create a work environment that promotes mutual respect and collaboration.

Conclusion

At Junel, our Policy Against Violations and Harassment reflects our dedication to maintaining a respectful and inclusive workplace for all employees. By upholding these principles and taking swift and appropriate actions against violations, we contribute to a safe and positive work environment.

For more information, or to report an incident, please contact our Human Resources department at hr@junel.com.