

## Annexure H

### NON DISCLOSURE UNDERTAKING

Date: [\_\_\_\_\_]

I, [\_\_\_\_\_] [s/o][d/o] Mr.[\_\_\_\_\_] , having his/her permanent residing address at [\_\_\_\_\_] (hereinafter referred to as “**Recipient**”) , working with [\_\_\_\_\_] as [\_\_\_\_\_] hereby execute this undertaking in relation to the complaint filed/to be filed or Inquiry proceedings initiated/to be initiated before the Internal Complaints Committee (“**ICC**”) constituted under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act (“**Act**”), 2013 by [\_\_\_\_\_] (“**Complainant**”) against [\_\_\_\_\_] (“**Respondent**”).

I hereby agree and irrevocably undertake that I shall keep the Complaint, identity and addresses of the Complainant, Respondent, witnesses, any information relating to conciliation and inquiry proceedings, recommendations of ICC and action taken by the Employer under the Act or any other information related thereto (“**Confidential Information**”) strictly confidential and shall not either wilfully or through any other act, omission or negligence, share, distribute, disclose or howsoever cause or induce any other person to share, distribute or disclose either verbally, electronically or in writing any such Confidential Information to any person, other than as required under applicable laws.

I further undertake not to publish, communicate or make known to public, press or media the Confidential Information in any manner whatsoever.

I am aware and acknowledge that in case of breach of this Undertaking, I shall be liable for penal consequences and other consequences in accordance with the services rules and/ or as per applicable laws

Signed by

[\_\_\_\_\_]