

Date: 09/01/2026

To,
The Police Commissioner,
18, Lalbazar Street,
Kolkata - 700001

Respected Sir/Madam,

Sub: **Submission of Annual Report as per the requirement of Section 21 (1) of Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013**

This is with reference to the above-mentioned subject, we hereby submit the Annual Report of the Internal Complaint Committee on the prevention of Sexual Harassment for the Calendar Year 2025 intimating the following details:

Sr. No.	Particulars	Status
1	Number of complaints of Sexual Harassment received in the year	NIL
2	Number of complaints disposed off during the year	NIL
3	Number of cases pending for more than 90 days	NIL
4	Number of workshops or awareness programme against sexual harassment carried out	1
5	Nature of action taken by employer or District Officer	NA

For **INTERNAL COMPLAINT COMMITTEE**



Sweta Singhi
Chairwoman
E-mail ID: compliance@megaflex.in
Mobile No.: 9748242444

Date: 08/01/2026

To,
The Police Commissioner,
18, Lalbazar Street,
Kolkata - 700001

Office of the Jt. Commissioner of Police (Non
(General Duties), Kolkata
Received on 13.1.26
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Respected Sir/Madam,

Sub: **Submission of Annual Report as per the requirement of Section 21 & 22 of Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013**

This is with reference to the above-mentioned subject that we hereby submit the copy of the Annual Report for the Calendar year 2025 duly signed by the chairperson of the Internal Complaint Committee ("the Committee") pursuant to the provisions of section 21 (1) the Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013 read with the prescribed Rule 14 of the Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Rules, 2013.

We hereby also submit the copy of the Report duly signed by the Director of the Company pursuant to the provisions of section 22 of the Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013.

The committee was constituted under the provisions of section 4 of The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 at our Registered Office situated at 4, Ho Chi Minh Sarani, Suite-2A, Kolkata-700071.

Please convey your acceptance.

Thanking You,

Yours Faithfully,

For **MEGA FLEX PLASTICS LIMITED**

Sweta Singh


SWETA SINGHI

Company Secretary & Compliance Officer

Email ID: compliance@megaflex.in

Mobile No.: 97482 42444

Enclosed: Annual Report of Internal Complaint Committee for Calendar Year 2025

Date: 08/01/2026

To,
The Board of Directors,
Mega Flex Plastics Limited,
4, Ho Chi Minh Sarani, (Registered office)
Suite-2A, Kolkata-700071

Respected Sir/Madam,

Sub: **Submission of Annual Report as per the requirement of Section 21 (1) of Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013**

This is with reference to the above-mentioned subject, we hereby submit the Annual Report of the Internal Complaint Committee on the prevention of Sexual Harassment for the Calendar Year 2025 intimating the following details:

Sr. No.	Particulars	Status
1	Number of complaints of Sexual Harassment received in the year	NIL
2	Number of complaints disposed off during the year	NIL
3	Number of cases pending for more than 90 days	NIL
4	Number of workshops or awareness programme against sexual harassment carried out	1
5	Nature of action taken by employer or District Officer	NA

For **INTERNAL COMPLAINT COMMITTEE**

Sweta Singh



SWETA SINGHI

Company Secretary & Compliance Officer

Email ID: compliance@megaflex.in

Mobile No.: 97482 42444

To,
The Police Commissioner,
18, Lalbazar Street, Kolkata: 700001

Respected Sir/Madam,

Sub: **Submission of Annual Report as per the requirement of Section 21 & 22 of Sexual Harassment of Woman at Workplace (Prevention, Prohibition and Redressal) Act, 2013**

This is with reference to the above-mentioned subject, we hereby submit the following details in the Report of the Internal Complaint Committee on the prevention of Sexual Harassment for the Calendar Year 2025 along with the Annual Report of the Internal Complaint Committee:

Sr. No.	Particulars	Information
1	Number of cases filed during the year	NIL
2	Number of cases disposed off during the year	NA

For **MEGA FLEX PLASTICS LIMITED**




Rakesh Sethia
Executive Director
(DIN:00409033)

Place: Kolkata

Dated: 08/01/2026