



**HUMAN RIGHTS POLICY**

**OF**

**S.J.S. ENTERPRISES LIMITED**

## 1. INTRODUCTION

**S.J.S Enterprises Limited (“Company”)** holds the fundamental value of respect for human rights in high regard. The Company is dedicated to upholding and promoting human rights in accordance with the UN Guiding Principles on Human Rights in all its interactions with employees, suppliers, workforce, communities and those impacted by its operations across all locations where it conducts business.

The Company’s commitment to this value includes a pledge to avoid any involvement in human rights abuses, identifying, assessing, and reducing potential adverse impacts through diligent management and handling of issues and effectively addressing grievances raised by affected stakeholders.

The Company firmly stands for the protection and advancement of human rights, guided by the essential principles enshrined in the United Nations Universal Declaration of Human Rights and the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work (“ILO Declaration”).

The Board had adopted Human Rights Policy at its meeting held on 27<sup>th</sup> March, 2023.

## 2. SCOPE

This policy covers all stakeholders who may be impacted by the Company's operations, such as employees, suppliers, customers and local communities, which will help to prevent human rights abuses and promote a culture of respect for human rights throughout the company's value chain.

### **OUR COMMITMENT TO HUMAN RIGHTS IS BASED ON THE FOLLOWING PRINCIPLES:**

#### **a. Equal Opportunity Employer**

The doctrine of the policy is respecting each other through creating an equal opportunity workplace free of discrimination and harassment. The Company does not discriminate or allow harassment based on race, colour, religion, disability, gender, national origin, sexual orientation, gender identity, gender expression, age, genetic information, military status, or any other legally protected status.

#### **b. Harassment Free Workplace**

The Company is committed to providing a work environment free from harassment. Company policy prohibits sexual harassment and harassment based on pregnancy, childbirth or related medical conditions, race, religious creed, colour, national origin or ancestry, physical or mental disability, medical condition, marital status, age, sexual orientation, or any other type of harassment protected by federal, state, or local law or ordinance or regulation.

#### **c. Workplace Diversity**

The Company values and advances the diversity and inclusion of the people with whom it works and is committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion.

The Company’s human capital is the most valuable asset it has. It embraces and encourages the employees’ differences in age, colour, disability, ethnicity, family or marital status, gender identity or expression, language, national origin, physical and mental ability, political affiliation, race, religion, sexual orientation, socio-economic status, veteran status, and other characteristics that makes the Company’s employees unique.

The Company aims to create an inclusive workplace and leverage the power of diversity for sustainable competitive advantage, where employees from different backgrounds can have the opportunity to participate, develop and contribute freely and equitably.

#### **d. Freedom of Expression & Association**

The Company recognizes the employees' right to assemble, communicate and join association of their choice in matters related to their employment within the purview of the policies and procedures of the Company. The Company respects employees' right to seek labour representation, join unions and bargain collectively in many places in which it operates.

#### **e. Abolition of Forced Labour**

The Company prohibits all forms of forced labour, including prison labour, indentured labour, bonded labour, military labour, modern forms of slavery and any other form of human trafficking.

It does not conduct business with any third parties who engage in human trafficking or forced labour. It is against any form of coerced or prison labour, use of physical punishment or threats of violence or other forms of physical, sexual, psychological or verbal abuse as a method of discipline or control.

#### **f. Abolition of Child Labour**

Child labour is strictly prohibited. The Company is against the exploitation of children (any person below the age of 18 years) through any form of work that deprives them of their childhood, interferes with their ability to attend regular school, and is mentally, physically, socially or morally harmful.

#### **g. Health, Workplace Safety and Environment**

By integrating health, safety, and environmental considerations into all aspects of its business, the Company protects its people and the environment, achieve sustainable growth and accelerated productivity, drive compliance with all applicable regulations and develop the technologies that expand the sustainable capacity of our world.

And the Company is committed to demonstrating a high standard of environmental protection and provision of a safe and healthy workplace. It has in place various practices, policies and financial & non-financial measures to ensure a safe and healthy workforce.

#### **h. Living Wages**

The Company pays all workers at least the minimum wage required by applicable laws and regulations and provides all legally mandated benefits and ensure that all the employees are able to maintain a standard of living. It complies with all applicable maximum working hours' laws and regulations and workers are compensated for overtime hours at or above the rate required by applicable laws and regulations about unethical behaviour, actual or suspected fraud, or violation of the Company's Code of Conduct.

#### **i. Community Engagement**

The Company is committed to engaging with the communities in which we operate in a manner that respects their human rights and interests. It seeks to build long-term, mutually beneficial relationships with these communities, based on transparency, respect, and dialogue.

#### **j. Supply Chain Management**

The Company recognizes the potential for its supply chain to impact human rights, and is committed to ensuring that its suppliers respect human rights in their operations. It requires its suppliers to comply with its Supplier Code of Conduct, which includes provisions related to labour practices, environmental sustainability and human rights.

#### **k. Data Privacy**

The Company is committed to protect the data privacy of employees (including ex-employees and retirees), customers and suppliers. Its current data protection and privacy framework includes multi-layer password protected authentication systems, automatic tools and tracking mechanisms, audits and information sharing on a need-to-know basis. It does not disclose information to third parties without explicit consent of our stakeholders, unless required by law to do so.

### **3. VIOLATIONS**

The Company will take appropriate action against employees, agents, customers and suppliers who violate this policy. Employees who violate this policy may be subject to disciplinary action up to and including termination of employment and Suppliers who fail to comply with the Supplier Code of Conduct may be subject to termination.

### **4. DUE DILIGENCE, AUDIT AND MONITORING**

The Company recognizes that human rights due diligence is a continuous process, and has policies, processes, training, and other monitoring systems in place in furtherance of this commitment.

### **5. GRIEVANCE MECHANISMS**

The Company has established grievance mechanisms to enable our stakeholders to raise concerns about its operations and activities. It is committed to addressing these concerns promptly and effectively, in accordance with the Company's policies and procedures.