

## **CHILD LABOUR POLICY**

### **Policy brief & purpose**

Our child labour policy is our position on employing minors and aims to ensure that our company, its subsidiaries and everyone we are connected with follows the law and cares for children's interests.

As an organization, we want to do business in a legal, ethical manner adding value to society and the environment instead of doing harm. Helping stop child labour is fundamental to us. We want to make sure that our organization does not take part in children's exploitation and helps end it to the best of our ability.

### **Scope**

This policy applies to our entire organization and those we do business or partner with including suppliers, vendors and contractors.

The Child Labour Act-1986, Govt. of India guides our policy on child labour. When it comes to legal aspects, we always:

- Follow the stricter law if more than one laws apply (e.g. state and Central).
- Require suppliers, partners and vendors to follow the stricter applicable laws and recognize children's rights. They must also require their own suppliers, subcontractors and stakeholders to do the same.

In this policy, we refer to "children" as people who are younger than 18 years of age.

"Child labour" refers to work that deprives children of their childhood and affects their schooling, their potential and their dignity. Work is harmful to them mentally, physically and socially.

### **Policy elements**

#### **Young children**

When it comes to young children (younger than 15 years), we do not want to stand in the way of their health, schooling or free time. That is why we do not and will not employ anyone younger than 18 years of age and require our subsidiaries to do the same.

We are also committed not to do business with any organization that employs as per govt. laws. We will include this condition in every contract we sign and reserve the right to break the contract without penalty if our stakeholder violates this condition and refuses to agree on or follow through with an elimination plan.

## **Actions and Implementation**

The Organization does not engage, not either support the use of any child or younger child labour that is under age of 14 years and 18 years respectively.

At the time of appointment, the age as on that time, in the form of” Proof of Date of Birth” certificate (i.e. AADHAR CARD/ EPIC/ PASSPORT/BIRTH CERTIFICATES/ BOARD EXAM ADMIT CARD OF 10TH CLASS) is acceptable. These records are verified and recorded in the individual personnel file (HIM//HR/D-03)

To make sure we enforce this policy and help eliminate child labour, we are committed to:

- Working with governments and other organizations to end child labour.
- Requiring hiring managers and HR to avoid hiring minors under the legal age for working. We also expect them to know and follow this policy and laws on wages and hours for older children.
- Keeping and validating documentation verifying all persons age before they are called for interview or recruitment. If we discover that he or she is a minor under the age of 18, we will reject the resume or biodata and inform him/her.
- Communicating our no child labour policy by supplier code of conduct to organizations we are connected with and ensure our contracts have the right stipulations.
- Auditing suppliers and partners periodically to ensure they are not involved in child labour, possibly with unannounced onsite visits too.

## **Children’s welfare is everyone’s business**

We want to grow and thrive as a business, but we are also committed to do well by the community we belong in. We ask all of our employees and partners to follow this policy, not just, because we demand it as an organization, but because securing a bright future for children is everyone’s duty.

Arpit Agarwal

Director

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