



## HUMAN RIGHT POLICY

**From:** Human Resource Manager  
**Date of Implementations:** Jan 1<sup>st</sup> 2021  
**Date of Review:** Dec 31<sup>st</sup>, 2025  
**Coverage:** All Employees  
**Custodian:** Human Resource Manager  
**Implementer:** Human Resource In-charge

### PURPOSE

The Management of AAC Mining Executors considered that company employees are of great value and the key to our success. Therefore company strives to provide a workplace, where employees can fulfil their potential in an open and inspirational working environment. Hence, Management maintained a strong commitment to high standards that deliver a fair, respectable and safe workplace for all employees in AAC Mining.

The purpose of this policy is to define the labour and human rights standards to which all employees of AAC Mining Executors are entitled.

### SCOPE

This policy applies to the management and all employees in the AAC Mining.

### REQUIREMENTS :

The Management of AAC Mining Executors considered that following requirements to be completed holistically to respect the human rights in the company.

#### 1) NON-DISCRIMINATION

The AAC Mining does not tolerate any form of discrimination against our



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employees based on race, colour, gender, language, religion, political or other opinion, caste, national or social origin, property, birth, union affiliation, sexual orientation, age, disability, or other distinguishing characteristics.

Any employment-related decisions, from hiring to termination and retirement, must be based solely on relevant and objective criteria.

## **2) FORCED LABOUR**

The AAC Mining does not tolerate any form of forced labour, including bonded labour, indentured labour and slave labour, or human trafficking. Workers must be allowed to move around freely and leave their place of work when their shift ends.

## **3) CHILD LABOUR**

The AAC Mining does not tolerate the hiring of child labour under any circumstances. The minimum age for full-time employment must be 15 or the legal minimum age for employment, whichever is greater. The CIPL Group must refrain from hiring workers under the age of 18 for positions requiring hazardous work that could jeopardize health, safety or morals.

## **4) FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING**

The AAC Mining respect employee's rights to form, join or not join a labour union, or other organization of their choice, and to bargain collectively in support of their mutual interests without fear of punitive actions such as intimidation, harassment or termination of employment.

## **5) HARASSMENT**

The AAC Mining protect workers from any acts of physical, verbal, sexual or psychological harassment, bullying, abuse or threats in the workplace by either their fellow workers or their managers.



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## 6) WORKING HOURS, BENEFITS AND WAGES

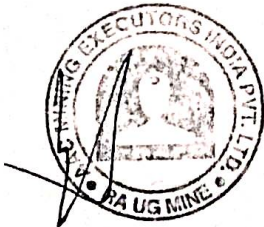
- a. The AAC Mining Executors adhere to all applicable laws or industry standards, whichever may be more stringent, relating to wages, working hours, overtime and benefits.
- b. Employees must not be required to work more than the hours provided under the law in a week, including overtime, on a regular basis (or more than the limits on regular hours and overtime allowed by local laws and regulations). Wages for overtime to be paid in legal tender on a regular basis.
- c. Wage deductions as a disciplinary measure not to be permitted unless legal process prescribed under the law properly followed. Employees must be entitled to day off, reasonable breaks while working and sufficient rest periods between shifts as prescribed under the law.

## 7) Leave:

The AAC Mining Executors ensure that all employees have right to avail leaves credited in their leave account as per prescribed procedure of leave rules. The annual holidays benefit must also be admissible to all employees as per rules. The employees availed such authorize leave as per procedure laid down under the leave rules must not face any disciplinary action.

## 8) Employee Contract/Letters

All employees must be provided with a written understandable and legally binding employment contract/offer letters.



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