



## Human and Labour Rights Policy

### 1. Introduction:

JDW Sugar Mills Limited (Unit-1) aims to protect the human and labour rights of its employees, contractors, suppliers, customers, visitors, community and all other stakeholders. The company is committed to fostering a respectful, fair and safe working environment that aligns with global standards.

### 2. Objective:

The objective of this policy is to safeguard labour and human rights of all stakeholders involved in the company's operations including registered agricultural farms. It complies with local, national and ratified international laws including but not limited to the UN and International Labour Organization (ILO) guidelines etc. The Human Rights covered in this policy are aligned with United Nations Guiding Principles (UNGP).

### 3. Scope:

- JDW Sugar Mills Limited (Unit-1) site, related services and overall operational activities as continuous review for improvement.
- Registered Sugarcane Growers: The growers will be treated as a Group.

### 4. Terms and Definitions:

#### 4.1 Human Rights:

Human rights are the basic rights and freedoms that belong to every person in the world from birth until death. They apply regardless of where you are from, what you believe or how you choose to live your life. These rights are based on shared values like dignity, fairness, equality, respect and independence. They are universal and inalienable, meaning they cannot be taken away except in specific situations and according to due process.

#### 4.2 Labour Rights:

The definition of labour rights refers to the set of rights and protections that workers are entitled to in their employment. These rights are recognized internationally and are often enshrined in national laws and international agreements. Key elements of labour rights include:

- Freedom of Association:** The right of workers to form and join trade unions and other organizations of their own choosing without interference.
- Right to Collective Bargaining:** The right of workers to negotiate with their employers collectively through their chosen representatives.

## **Human and Labour Rights Policy**

- iii. **Prohibition of Forced Labour:** The elimination of all forms of forced or bonded labour.
- iv. **Abolition of Child Labour:** The prohibition of the employment of children in a manner that is harmful to their health, safety or morals.
- v. **Non-Discrimination in Employment:** The right to fair recruitment, access to training, promotion opportunities and facilities without discrimination. This includes protection against any unfair treatment based on race, colour, sex, religion, political opinion, national extraction or social origin. Equal opportunity and dignity at work being upheld for all.
- vi. **Decent Working Conditions:** The right to safe and healthy working conditions, fair wages and reasonable working hours. These include but are not limited to: Maximum work hours, Overtime as voluntary work and paid at premium, Issuance of a Contract delineating terms of employment etc.
- vii. **Abuse:** The right against any physical, verbal, psychological or sexual act that harms, intimidates or degrades a worker. It includes misuse of power or authority that violates the dignity, safety or rights of employees.
- viii. **Harassment:** The right to any unwelcome conduct: verbal, physical or visual that creates an intimidating, hostile or offensive work environment. This includes repeated behavior that undermines a worker's dignity, safety or mental well-being.

These rights are supported by various international organizations including the International Labour Organization (ILO) which has established conventions and recommendations to promote and protect labour rights globally.

These are rights we have simply because we exist as human beings - they are not granted by any state. These universal rights are inherent to us all. These rights include; the right to life and liberty, freedom from slavery and torture, freedom of opinion and expression, the right to work and education etc.

### **5. Policy Overview**

This policy will be implemented across its scope through a comprehensive framework of Standard Operating Procedures (SOPs), work instructions and relevant records. These documents will detail the specific actions, responsibilities and processes necessary to uphold and protect human and labour rights as outlined in this policy. Key components include:

## **Human and Labour Rights Policy**

### **i. Implementation Framework:**

- Development and dissemination of SOPs and work instructions tailored to each aspect of human and labour rights.
- Regular trainings and awareness programs for employees, contractors, suppliers and other stakeholders to ensure understanding and compliance with the policy.

### **ii. Monitoring and Compliance:**

- Establishment of monitoring mechanisms to ensure adherence to the policy including regular internal and external (Second and Third Party) audits and inspections.
- Creation of a reporting system for violations or concerns related to human and labour rights, ensuring confidentiality and protection against retaliation.

### **iii. Continuous Improvement:**

- Ongoing assessment and review of practices to identify areas for improvement. This will be done through periodical Management Review Meetings involving Top Management to seek their advice and support.
- Engagement with stakeholders including registered sugarcane growers to gather feedback and incorporate best practices.

### **iv. Documentation and Record-Keeping:**

- Maintain detailed records of all activities related to the implementation and monitoring of the policy.
- Regular updates of documents to reflect changes in laws, regulations and organizational practices.

## **6. Policy Review and Updates**

The policy will be reviewed annually or earlier if required, to ensure it remains current and effective. This review will consider changes in local, national and international laws as well as feedback from stakeholders and findings from monitoring activities. Updates will be communicated to all relevant parties to ensure continued compliance and alignment with global standards.