


|   |                         |               |               |
|---|-------------------------|---------------|---------------|
|  | OMAX COTSPIN PVT LTD    | DOC NO.       | OCPL/HR/06    |
|   | NO FORCED LABOUR POLICY | ISSUE NO/DATE | 02/.8.12.2020 |
|   |                         | REV NO/DATE   | 00/08.12.2020 |

### **SYNOPSIS: -**

Our organization is Committed to providing work environment that ensure every employee is treated with dignity and respect and equal treatment. Omax strictly prohibits the use of Forced Labor and human trafficking in the company. The company strictly believes in “NO FORCED LABOUR”

### **SCOPE:**

The policy applies to all categories of company including management, workmen, apprentices, and employees on contract at our company premises.

### **DEFINITION:**


According to the ILO Forced Labor Convention, 1930 (No. 29), forced or compulsory labor is: "all work or service which is exacted from any person under the threat of a penalty and for which the person offered himself or herself voluntarily."

Forced labor can be defined as any form of work which an individual is forced to perform against their desire or for the fear of punishment.

### **TYPES OF FORCED LABOUR:**

Forced Labor shall mean the recruitment, transfer, harboring or receipt of person by means of threat or use of forced or other form of coercion of fraud of deception, of the abuse of person or of position of vulnerability or of the giving or receiving payments or benefits to achieve the consent of a person having a control over another person for the purpose of exploitation. Exploitation shall include sexual exploitation, forced labor service, slavery, or practices like slavery, servitude, or the removal of organs.

|                               |  |                              |
|-------------------------------|--|------------------------------|
| PREPARED BY : HRD             |  | <b>PAGE</b><br><b>1 of 2</b> |
| REVIEWED BY : HR MANAGER      |  |                              |
| APPROVED BY : GENERAL MANAGER |  |                              |

|   |                         |               |               |
|---|-------------------------|---------------|---------------|
|  | OMAX COTSPIN PVT LTD    | DOC NO.       | OCPL/HR/06    |
|   | NO FORCED LABOUR POLICY | ISSUE NO/DATE | 02/.8.12.2020 |
|   |                         | REV NO/DATE   | 00/08.12.2020 |

**POLICY:**

1. We ensure that employees working in our organization are doing so voluntarily .and does not engage in or support the use of Forced Labor.
2. We don't engage or support the use of Forced / Bonded Labor in our activities whether in existence or to be in future.
3. The facility shall promote, advice and shall ask it sub-contractors / vendors to discourage the engagement of Force / Bonded Labor being clear case of violation of Law.
4. Personnel shall have the right to leave the workplace premises after completing the standard workday and be free to terminate their employment if they give reasonable notice to their employer. **This is in compliance with Indian Bonded Labor System (Abolition) Act, 1976 and the contract labor (regulation and abolition) Act 1970**
5. Neither the company nor any entity supplying labor to the Organization shall withhold any part of any personnel's salary, benefits, property, nor documents to force such personnel to continue working for the Organization.
6. Neither the company nor any entity supplying labor to the Organization shall engage in or support trafficking in human beings.
7. All employees are informed of the terms of their employment. i.e., job description, hours of working, salary, leaves, and other facilities availed by the organization.
8. A Labor Welfare Officer with specific responsibility to communicate, deploy, monitor and maintain the process and procedure aimed towards ensuring that Forced labor is not used in the organization.
9. Organization don't keep any original documents of employees (i.e., Aadhar card, pan card, Passport, education certificate etc.)

|             |                   |                |
|-------------|-------------------|----------------|
| PREPARED BY | : HRD             | PAGE<br>2 of 2 |
| REVIEWED BY | : HR MANAGER      |                |
| APPROVED BY | : GENERAL MANAGER |                |

