



Labour & Human Rights Policy

Policy Number	INDO-MIM/P/HR/13	Effective date	01.07.2023
Revision	00	Amendment date	Nil
Previous revision date	Nil	Next review date	01.07.2025
Process owner	HR	Email ID	hrgre@indo-mim.com

In case of any doubts, clarifications or grievances on this policy, please write to above mentioned email Id.

At INDO-MIM, we are committed to the principles of sustainable development including protecting human life, health and environment, - promoting social well-being and adding value to the communities in which we operate. Protecting and respecting human dignity is central to our everyday business operations. We are committed to identify, prevent, or mitigate adverse human rights impacts resulting from or caused by our business activities before or if they occur through human rights due diligence and mitigation processes. This Labour and Human Rights Policy is overseen by the INDO-MIM Board of Directors, including the Chief Executive Officer.

Objective:

Ensure that our employees are fairly and reasonably paid and we are compliant with all statutory obligations of the jurisdiction we operate in. Our operations will be based on zero tolerance for any Human Right violation (forced, compulsory or child labor etc directly or through contracted labor).

Scope & Applicability:

Human Right policy intended to state organizations commitment to all employees, associates, suppliers, vendors, contractors, subcontractor and partners, sellers & other people impacted by our value chain in INDO-MIM.

Internal References:

- INDO-MIM Code of conduct as enunciated in the Standing order of the Company
- Grievance redressal policy
- Prevention & redressal of sexual harassment at workplace
- Anti-discriminatory/equal employment opportunity
- Values

References:

To be compliant with labour laws of the country we operate in. Uphold human rights aligned with national regulations as applicable;
This Policy supports the, Indian Law and applies their founding principles of all applicable labour laws in the country.

Our Commitment:

We will conduct our businesses in a fair and equitable manner, meeting our social responsibilities as a direct and indirect employer and we will respect the human rights of all our stakeholders respecting the United Nations Declaration on Human Rights.

Child Labour- We do not employ child labour and we do not employ people younger than that established for starting work by the legislation of the place where the work is carried out and, in any case, younger than fifteen, unless an exception is expressly provided for by local legislation.

We are also committed to neither establishing nor maintaining working relationships with suppliers that employ child labour. We have standard processes to verify age and eligibility to work.

Forced Labour & Human Trafficking- We prohibit the use of all forms of forced labour, and any form of human trafficking.

Freedom of association & Collective bargaining- We respect freedom of association and the right to collective bargaining in accordance with local laws, enabling employees to join a union and voluntarily negotiate. We are committed to cooperating with employee representative organizations and to having meaningful and constructive relationships with trade unions at the local and national level. We engage in social dialogue at the regional and global level, and have entered into bi-partite agreements that advance the rights of workers.

Work Hours, Wages, and Benefits- We compensate employees competitively relative to the industry and the local labour market. We follow applicable wage, work hours, overtime and benefits laws in the countries where we operate.

Safe & Healthy workplace- We recognize health and safety in the workplace as a fundamental right of employees and a key element concerning the sustainability of the Group. We provide and maintain a safe and healthy workplace and comply with applicable safety and health laws, regulations, in the local area in which we operate.

Workplace Security- We provide and maintain a workplace that is free from violence, harassment, intimidation, and other unsafe or disruptive conditions due

to internal and external threats. We consider absolutely unacceptable any type of harassment or harassing behaviour, such as that related to ethnic origin, gender or other personal characteristics, which have the purpose and effect of violating the dignity of the person to whom such harassment or behaviour is addressed.

External Engagement; community & stakeholder- We are committed to engaging in dialogue with stakeholders on human rights or labour rights issues related to our business where appropriate, taking the view that local issues are most appropriately addressed at the local level

This policy Statement is intended to state the company's commitment to all INDO-MIM employees, our suppliers, contractors and subcontractors at any tier, and partners, resellers and other people impacted by our value chain.

Communication & Training:

This Policy shall be circulated to internal and external stakeholders through specific communication initiatives. Training initiatives will be carried out to ensure that the Policy is properly understood by all INDO-MIM employees.

Respect and preserve the culture and heritage of the local communities including socially vulnerable groups which are impacted by our operations and work towards developing a constructive relationship with such groups and local communities, seeking broad-based support for our operations.

Policy Application:

The behavior of all category of employees of INDO-MIM must conform to the principles dictated by this Policy both in the context of the workplace and during external work-related events (meetings, social events, transfers).

INDO-MIM strives to:

Be an equal opportunity employer and all employees will be treated with respect and dignity and judged solely on their performance irrespective of their race, religion, region, caste, colour, nationality, gender, age, disability, HIV/AIDS status, sexual orientation and any other characteristic;

We will measure and report progress against this policy and review performance on a periodic basis to ensure ongoing management of human rights. The content and implementation of this policy will be reviewed periodically and actions taken accordingly including the sharing of good practices throughout INDO-MIM.

Revision:

Policy shall be revised periodically to ensure its adequate & effective implementation. All revision shall be subject to approval of director of INDO-MIM.

Reporting Through:

If you suspect any behavior of any person or the company in-consist with this policy find any inconsistency, you can notify us with following communication Channel.

Email ID- hrgre@indo-mim.com

Approved by:
Balasubramanian P
Chief Financial Officer

