**TEMPLATE POLICIES**

**NO FORCED/BONDED LABOR POLICY STATEMENT**

**Zero-tolerance Commitment**

Our Company has a zero-tolerance policy regarding all forms of forced, bonded, slave, indentured or compulsory labor, defined as “all work or service which is exacted from any person under the menace of any penalty and for which the said person has not offered himself voluntarily”.

We recognize that compelling work with the following means: “threats to cause injury to life, body, liberty, reputation or property of the person threatened or any other person; intimidation; use of force; retention of identity documents; use of accumulated debt burden incurred by such person or any other person as the unlawful obligation; and any action similar to the abovementioned means which puts the other person under irresistible pressure” constitute unacceptable, illegal acts that our Company will not engage in or encourage or tolerate at all times with all organizations we deal with.

Our Company recognizes the importance of commitment to ethical principles that respect human rights and enable all persons, particularly women and girls, to achieve their full potential and ensure their well-being in a protective and supportive environment. Therefore, we choose to take a strong stand against all forms of forced, bonded, slave, indentured and involuntary compulsory labor, knowing that such acts harm or places in harm’s way, all persons, especially vulnerable stakeholders, particularly women and girls, by creating debt burdens, loss of freedom, involuntary servitude, physical and psychological risks that could cause temporary or permanent damage or injury to their lives and well-being as well as their opportunities for decent work and income.

**Applicability and Scope**

Our Company and all our employees will NOT: engage in any form of forced, bonded, slave labor nor support or encourage these acts, directly or indirectly. Our company is committed to NOT doing business with any organization which has been implicated or suspected and charged or proven beyond doubt to use/have used forced, bonded or slave labor in its operations or supply chain. Specifically, we will NOT purchase material or services from suppliers, subcontractors, service providers, brokers, agents, recruiters, recruitment agencies that may be/have been involved with forced, bonded or slave labor. Our Company will NOT use forced labor as punishment or disciplinary measure for workers expressing their views or associating with other workers; nor as a means of racial, gender or religious discrimination.

Our Company expects all internal stakeholders- owners, shareholders, managers and employees- to abide by the strictest standards of NOT engaging in and NOT supporting any violation of this policy at all times, at work and in their personal lives. Similarly, our Company expects all external stakeholders- suppliers, subcontractors, brokers, agents, especially recruitment agencies; institutional or community enterprises - to comply with our Company’s policy and position on forced labor. Our Company expects all of our stakeholders to maintain high standards of transparency and accountability in their actions.

**Responsibilities to Comply and Address Potential Inequalities**

In recognition of the vulnerability of certain groups of stakeholders, such as migrant workers, women and their children, pregnant women, disabled persons, our Company is committed to giving special consideration and providing resources in line with our Company values and within our Company’s capabilities. Compliance to this Policy will be guided by Policy Implementation Procedures that raise awareness, increase prevention, enable recognition and confidential reporting, provide grievance channels and remediation options, monitor and verify that all of these strategies are systematically addressing potential inequalities as well as facilitating efforts to effectively reduce forced labor.

Please be informed that this policy takes effect from the date of signing.

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Managing Director

Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_