



## MEWAH GROUP

# HUMAN RIGHTS AND LABOUR POLICY

The Mewah Group's employees are the most important resources to grow our business and our employees are the key to our success. We strive to provide a workplace where our employees can fulfill their potential in an open and inspirational working environment. We are committing to high standards that deliver a fair, respectable, and safe workplace for all employees in the Group and we are dedicated to upholding the principles outlined in the United Nations Guiding Principles on Business and Human Rights (UNGPs).

This policy defines the human rights and labour principles to which all the employees in the Mewah Group are entitled, irrespective of the country they work in, as well as our responsibility to prevent, mitigate and where appropriate, remediate wherever we operate in.

### 1) No Forced Labour and Free Choice of Employment

- ✚ We do not tolerate forced, bonded (including debt bondage) or indentured labour and slave labour, or human trafficking. There is no restriction on our employees' freedom of movement, and we are committed to upholding the right to resign from employment.
- ✚ We commit to ethical recruitment such that our employees do not incur any recruitment fees at any stage of the recruitment process, and no retention of passports/ identity documents. Our foreign guest workers may voluntarily seek to have their passports/ identity documents held by the management for safekeeping purposes. In such an event, the passports/ identity documents will be returned to the workers upon request.

### 2) Non-Discrimination in Employment

- ✚ We do not tolerate any form of discrimination against our employees based on race, colour, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation, union membership or marital status.
- ✚ Any employment-related decisions, from hiring to termination and retirement, must be based solely on lawful and non-discriminatory criteria.

### 3) Non-Exploitation of Child Labour and Protection of Children's Rights

- ✚ We do not tolerate the hiring of child labour under any circumstances. The minimum age for full-time employment must be 16 or the legal minimum age for employment under applicable law, whichever is higher.
- ✚ We commit to ensuring the protection of children's rights and their welfare. We do not tolerate child labour, any forms of child exploitation or child abuse.
- ✚ For young employees between the age of 16 to 18 years who are employed, we will ensure he/she will not work at night or expose to a hazardous working environment.

### 4) Freedom of Association and Collective Bargaining

- ✚ We respect our employees' rights to form, join, or not to join a trade/labour union of their choice, and to bargain collectively in support of their mutual interests without fear of reprisal, intimidation, or harassment.

## 5) Compliance with Laws & Regulations in Working Hours, Benefits, and Wages

- ✦ We are committed to upholding fundamental International Labour Standards (ILO Conventions) and the Free and Fair Labour Principles. This includes strict prohibition of forced labor, child labor, and any form of exploitation. We will ensure safe and healthy working conditions, pay a decent living wage, and uphold the right to freely choose employment, along with the rights to freedom of association and collective bargaining.
- ✦ Additionally, we commit to comply with the most stringent applicable local laws, regulations, and industry standards. This includes adherence to fair wage practices, working hours, overtime, and employee benefits.
- ✦ Our employees must not work more than 60 hours a week, including overtime, on a regular basis or more than the limits on regular hours and overtime allowed by local laws and regulations such as the 72-hour per week maximum limit for our operations in Malaysia. All overtime is strictly voluntary and compensated at rates in accordance with national law. Our employees are not required to work on public holidays. In the exception event, employees who voluntarily choose to work on a public holiday will be compensated in accordance with the national law and have at least one (1) day off after six (6) consecutive workdays.
- ✦ We commit to provide a safe and healthy workplace, as outlined in the [Group Safety and Health Policy](#).
- ✦ We support continuously developing employee skills and capabilities and providing opportunities for career advancement.

## 6) Supply Chain Responsibility & Community Engagement

- ✦ We acknowledge our responsibility to identify and address potential human rights risks within our supply chain and will work closely with our suppliers and partners to ensure that they also uphold human rights principles and comply with our requirements.
- ✦ We will engage with the communities in which we operate, respecting their cultures, customs, and rights. We strive to create positive social impacts and contribute to sustainable development, taking into account locals' needs and aspirations.

## 7) Human Treatment and Uphold Gender Equality

- ✦ We commit to protect our employees from any acts of physical, verbal, sexual, or psychological harassment, bullying, abuse, or threats in the workplace.
- ✦ We do not use nor will tolerate any form of threat and inhuman treatment including discrimination, sexual harassment, sexual abuse, corporal punishment, mental or physical coercion, or verbal abuse of our employee. Our commitments are also outlined in our [Gender Equality Policy](#).

## 8) Implementation and Continuous Improvement

- ✦ We are committed to providing ongoing training and awareness programs for all employees to educate them on their rights as employees. This includes information on labour laws, workplace rights and avenues for reporting a grievance.
- ✦ We have put in place dedicated teams and committees who are responsible for the effective implementation of this policy. These teams will be tasked with monitoring compliance, addressing concerns, and continuously improving our practices.
- ✦ We have established robust processes and systems to identify potential negative impacts on workers' rights throughout our business operations.

This policy applies globally to the management, employees, and contract workers of all entities in the Mewah Group. In addition, we require all third-party suppliers i.e., direct, and indirect suppliers, to ensure strict compliance with this policy.