

<b>Title</b>	<b>HR P 29 Human Rights and Labour Policy</b>		
<b>Policy Number</b>	29	<b>Version</b>	01
<b>Effective from</b>	01/12/2023	<b>Amendment Date (Last)</b>	-
<b>Review History (Dates)</b>	-	<b>Next Review Date</b>	01/01/2026
<b>Process Owner</b>	Amit Sawant <a href="mailto:amit.sawant@acq-world.com">amit.sawant@acq-world.com</a>		
<i>In case of further clarifications, please feel free to contact the process owner.</i>			

## Introduction

At ACG, 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.

## Objective

Ensure that our associates 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, child labor etc. directly or through contracted labor).

## Scope & Applicability

This policy is applicable to all ACG associates (company associates, contract associates and sub-contractors working in our site) including its affiliates, subsidiaries, and Joint Ventures globally. This policy is also applicable to our suppliers and partners, sellers & other people impacted by our value chain in ACG.

## Internal References

- ACG Code of conduct.
- Grievance Redressal policy.
- Prevention & Redressal of sexual harassment at workplace.
- Medclaim process note.
- Business Ethics Policy.

## International References

We promote and uphold the fundamental human rights in accordance with national and international standards, including Indian, Brazilian, European & other laws of the land, where we operate in

## Our Values:

**Caring** - We care for humans, communities, and the environment. We care about the highest quality and standards in our work, performance, and results.

**Collaborative** - We work together and get things done. People inside and outside the Company partner with each other. No matter what the work is, we are a team.

**Progressive** - We think ahead, and we make plans. We take risks. We provide a fail-safe environment for our people.

## **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 labor 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 international conventions and by local legislation.

We are also committed to not establishing or 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 associates to join a union and voluntarily negotiate. We are committed to cooperating with associate 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 associates 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, or, in the absence of such laws, in compliance with international labour standards.

## **Safe & Healthy workplace-**

We recognize health and safety in the workplace as a fundamental right of associates 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, and internal requirements.

## **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 ACG associates, 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 in order to ensure that the Policy is properly understood by all ACG associates.

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 behaviour of all ACG staff 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).

### **ACG strives to**

Be an equal opportunity employer and all associates will be treated with respect and dignity and judged solely on their performance irrespective of their race, religion, caste, gender, age, disability, HIV/AIDS status, 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 ACG.

### **Revision**

This policy will be revised periodically to ensure its adequate & effective implementation.

### **Reporting Through**

If you feel that any part of this policy is not in congruence with ACG values or if you want to share any suggestions or potential improvements, please feel free to write to [hr.policies@acg-world.com](mailto:hr.policies@acg-world.com).