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HUMAN RIGHTS POLICY

1.0 Purpose

- 1.1 To ensure that employees, business partners and customers are informed of the Company's commitment to Human Rights.
- 1.2 Human rights are basic rights inherent to all human beings, regardless of nationality, place of residence, sex, sexual orientation, national or ethnic origin, colour, religion, language, or any other status.

2.0 Scope

- 2.1 This policy applies to all employees of the Company, anyone doing business for or with and other acting on behalf of the Company.

3.0 Responsibility and Authority

- 3.1 The Human Rights policy is owned and maintained by the Human Resources function. Human Resources is responsible for the creation, administration, updating and communication of the policy.
- 3.2 All employees are responsible to comply with the Company's policies.
- 3.3 Specific to this policy, employees and suppliers are expected to:
 - 3.3.1 Never infringe on Human Rights
 - 3.3.2 Be alert to any evidence of Human Rights infringements in our direct operations or in the operations of our business partners and report any situation in which a Human Rights infringement is suspected.
- 3.4 Where the Company has sound reason to believe that our partner companies infringe Human Rights we reserve the right to cease those relationships as warranted.

4.0 Reference

- 4.1 UN Declaration of Human Rights and ETI Base Code.

ETH Holdings Sdn Bhd

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5.0 Attachment / Page(s)

5.1 Nil.

6.0 Procedures

- 6.1 The Company conducts business in a manner that respects the rights and dignity of all people, complying with all applicable laws and regulations. Our policies reflect our commitment to respecting the protection of internationally recognised Human Rights.
- 6.2 All employment with the Company is voluntary. We do not use child or forced labour in any of our operations or facilities. We do not tolerate any form of unacceptable treatment of workers, including but not limited to the exploitation of children, physical punishment or abuse, or involuntary servitude. We fully respect all applicable laws establishing a minimum age for employment.
- 6.3 The Company will ensure apprentices or trainees who are hired on on-the-job training programs are hired to learn the job skills they were employed.
- 6.4 The Company abides by all laws and regulations regarding pay practices and the classification of employment according to job level and status.
- 6.5 We respect our employees' right to choose to join or not join a trade union, or to have recognized employee representation in accordance with local law.
- 6.6 Worker representatives will not be discriminated against and will have access to carry out their representative functions in the company.
- 6.6.1 Worker representatives are volunteers selected by the workers
- 6.6.2 Workers will raise any issues through these worker representatives
- 6.6.3 Minutes of meetings of worker meetings as part of the SHE Committee meetings will be published with agreed actions and responsibilities
- 6.7 Diversity is embraced at our Company. We are an equal opportunity employer and recognize that a diverse mix of backgrounds, skills and experiences drives new ideas, products, and services and provides us with a sustained competitive advantage.

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- 6.8 We believe everyone should be treated with respect regardless of their background. We are committed to the elimination of discrimination based on gender, race, class, economic status, ethnic background, sexual orientation, age, political beliefs, veteran status, marital status or any other protected class.
- 6.9 All workers will be treated equally in all matters of employment which cover:
 - 6.9.1 Recruitment & Employment
 - 6.9.2 Compensation (equal pay for equal work)
 - 6.9.3 Access to training
 - 6.9.4 Promotion, benefits & advancements
 - 6.9.5 Termination and retirement
- 6.10 It is a requirement for all suppliers, vendors, contractors, consultants and agents to adhere to the Company's labour standards and policies.
- 6.11 In addition to this, the Company is committed to the following principles:
 - 6.11.1 We respect all human rights.
 - 6.11.2 We commit to conducting on-going human rights due diligence to assess and mitigate potential human rights infringements.
 - 6.11.3 We expect those with whom we do business to respect all human rights.

7.0 **Record**

- 7.1 Nil.

End.

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