



## **HUMAN RIGHTS POLICY**

### **Purpose**

Aztech Global Ltd. (the “**Company**” or “**Aztech**”) and its group of subsidiaries (collectively, the “**Group**”) believes that its growth and success is built on the basic foundation where human rights are protected and respected. Aztech recognises that businesses have the responsibility to respect and the ability to contribute positively to human rights. Aztech is committed to respecting all internationally recognised human rights as relevant to our operations.

Guided by international human rights principles as described in the Universal Declaration of Human Rights, the International Labour Organization’s Declaration on Fundamental Principles and Rights at Work, the Responsible Business Alliance Code of Conduct, the Organisation for Economic Co-operation and Development Guidelines for Multinational Enterprises and the United Nations Global Compact’s principles on Human Rights, the Group has established a common approach for the corporate-wide development of policies and procedures whilst recognising each of its subsidiaries has to observe the applicable local labour laws and practices. Where local laws and international human rights practices differ, the Group will observe the practices which impose higher standards; and where the local laws conflict with international human rights practices, the Group will adhere to local laws, while endeavoring to respect international human rights practices to the greatest extent possible.

The Group regularly assesses its human rights policy and related risks by conducting due diligence and assessments within the organisation and across its supply chain.

### **Scope**

This policy applies to all employees of the Group and to those in its supply chain. The Group requires its suppliers and contractors to adopt the same or similar standards as outlined in the “Human Rights Commitments and Guiding Principles” section below. The Group works with suppliers to ensure compliance with the policy, remedy any shortcomings and drive continuous improvement.

### **Human Rights Commitments and Guiding Principles**

i) *Freely Chosen Employment.*

Ensure that employees work of their own free will and are free to leave the organisation upon serving notice as required by their labour contract. There shall be no unreasonable restrictions on freedom of movement in the facilities. All employment contracts are voluntary agreements. Forced, bonded (including debt bondage) or indentured labour, involuntary prison labour, slavery or trafficking of persons shall not be permitted. All individuals working at the Group’s offices and facilities shall not be charged any fees for placement or recruitment. Migrant workers shall have free and complete access to their own passports, identity documents and residency papers and enjoy freedom of movement.



ii) *Child Labour and Young Workers.*

Comply with all appropriate local and international regulations which restrict the employment of child labour and the protection of young workers. There shall be no employment of anyone under the age of 15 for any position or under the minimum age for employment in the country. Where local laws and international human rights practices differ, the Group will observe the practices which impose higher standards. Workers under the age of 18 should not perform hazardous work and should not work night shifts or overtime.

iii) *Benefits and Wages.*

Ensure that the compensation and benefits for employees comply with all applicable wage laws of the country where employees are employed.

iv) *Working Hours.*

Comply with local rules and regulations regarding working hours or the SMETA guidelines.

Overtime work is voluntary and employees are compensated for overtime work in accordance with local laws.

v) *Equal Opportunity and No Discrimination.*

Ensure our hiring, compensation, training, promotion, termination and retirement policies and practices do not discriminate on the basis of race, colour, age, gender, sexual orientation, gender identity and expression, ethnicity or national origin, disability, pregnancy, religion, marital status, union membership or political affiliation.

vi) *Housing.*

Whenever workers are provided with housing, ensure that all dormitories, hostels or other accommodations are comfortable, safe and hygienic.

vii) *Humane Treatment.*

There is to be no harsh or inhumane treatment, including any physical, sexual, psychological or verbal harassment or abuse against employees, suppliers or vendors.

### **Addressing Human Rights Impacts**

The Group recognises that steps and efforts are to be invested in identifying and addressing any actual or potential adverse impacts on the Group's Human Rights which may arise from the activities of the Group or its business associates. The Group manages these risks by periodically sending surveys and reviewing the responses received and taking the necessary



corrective actions. The Group will also continue to monitor the progress of the corrective actions and regularly update the Group's stakeholders on human rights matters.

The Group understands that human rights due diligence is an ongoing process that requires attention at all stages of the Group's business activities. Such stages could include the formation of new business partnerships and when operating conditions change and impact, or potentially impact, upon human rights.

The Group also notes that different countries exhibit different risk profiles in relation to human rights. The Group shall not hesitate, where appropriate, to put in place additional due diligence measures to assess these risks and address them effectively.

The Group recognises the importance of communication with our employees, workers and external stakeholders. We pay particular attention to individuals or groups who may be vulnerable or marginalised, such as migrant workers, younger workers, women and indigenous peoples.

### **Remedy**

The Group places importance on providing effective remedies through its grievance mechanism that has been set up. The Group will continue to build awareness amongst our employees and workers in relation to human rights, including labour rights, and encourage them to report through the grievance mechanism, without retribution, any concerns they may have.

### **Responsibilities**

Heads of Division / Departments are accountable for compliance with the policy.

The Chief Sustainability Officer, Head of Legal & Corporate Affairs and Head of Human Resources (via Aztech Whistle-blowing and grievance channels) are to be informed of any issues or violations arising in places where we operate.

Aztech expects employees to maintain the highest standards in conformity with the policy. Disciplinary measures shall be enforced against any employee who is in breach of this policy.

If employees have concerns about any breach of this policy, human rights abuses or discrimination, they have a responsibility to raise them through their reporting manager or, if this is not practical, via the Head of Legal or the Audit Committee Chairman at [whistleblower@aztech.com](mailto:whistleblower@aztech.com), in accordance with the Whistle-blowing Policy, at the earliest possible opportunity.