# UNIQUE PUNCH SYSTEMS PVT. LTD.

### **HUMAN RIGHTS POLICY**

Doc. Ref No: PRD-HR-019 Established on: 27.04.2016

Rev No: 00 Rev. date:

### THIS POLICY APPLIES TO UNIQUE PUNCH SYSTEMS PVT. LTD.,

Respect for human right is fundamental to the sustainability of unique punch systems Pvt ltd and communities in which we operate. In our company and across our system, we are committed to ensuring that people are treated with dignity and respect.

The UPS unique companies Human Right Policy is guided by international human rights principles encompassed in the Universal Declaration of Human Rights, the international Labor Organization's Declaration on Fundamental Principles and Rights at work, the United Nations Global Compact and the United Nations Guiding Principles on business and Human Rights.

The Human Rights Policy applies to the UPS Company, the entities that it owns, the entities in which it holds a majority interest, and the facility that it manages. The company is committed to working with and the encouraging our booting partners to uphold the principles in this policy and to adopt similar policies within their business. The Supplier Guiding Principles applies to our bottling partners and our suppliers and are aligned with the expectation and commitments of this Policy.

### Respect for Human Rights

The UPS Company respects human rights. It is committed to identify, prevent, and mitigate adverse human rights impact resulting from or caused by our business activities before or if they occur through human rights due diligence and mitigation processes.

### Community and Stakeholders Engagement

The Company recognizes its impact on the communities in which bit operates. We are committed to engaging with stakeholders in those communities to ensure that we are listening to learning from and taking into account their views as we conduct our business. Where appropriate, we are committed to engaging in dialogue with stakeholders on human rights issue related to our business. We believe that local issue is most appropriately addressed at the local level. We are also committed to creating economic opportunity and fostering goodwill in the communities in which we operate through locally relevant initiatives.

### Freedom of Association and Collective Bargaining

The Company respects our employees' right to join, form or not to join a labor union without fear of reprisal, intimidation or harassment. Where employees are represented by a legally recognized union, we are committed to establishing a constructive dialogue with their freely chosen representatives. The Company is committed to bargaining in good faith with such representatives.

UNIQUE PUNCH SYSTEMS PVT. LTD.

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## UNIQUE

PUNCH SYSTEMS PVT. LTD.

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### Safe and Healthy Workplace

The Company provides a safe and healthy workplace and complies safety and health laws, regulations and internal requirement. We are dedicated to maintaining a productive workplace by minimizing the risk of accidents, injury and exposure to health risks. We are committed to engaging with our employees to continually improve health and safety in our workplaces, including the identification of hazards and remediation of health and safety issues.

### Workplace Security

The Company is committed to maintaining a workplace that is free from violence, harassment, intimidation and other unsafe or disruptive condition due to internal and external threats. Security safeguards for employees are provided as needed and will be maintained with respect for employee's privacy and dignity.

### Forced Labor and Human Trafficking

The Company prohibits the use of all forms of forced labor, including prison labor, indentured labor, bonded labor, military labor, slave labor and any form of human trafficking.

#### Child Labor

The Company prohibits the hiring of individuals that are under 18 years of age for position in which hazardous work is required.

Prepared By	Approved By
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