



**BIKAJI FOODS INTERNATIONAL LIMITED**

# **Human Rights Policy**

**Purpose:**

Bikaji Foods International Limited respects and upholds human rights of all its stakeholders (our employees, workers, vendors, suppliers and communities) across its value chain. The Company is dedicated to upholds the spirit of human rights as enshrined in Universal Declaration of Human Rights and International Covenant on Economic Social and Cultural Rights (ICESCR), and International Covenant on Civil and Political Rights (ICCPR) as adopted by United Nations General Assembly, and International Labour Organisation's (ILO) Declaration on Fundamental Principles and Rights at Work. The Company upholds the principle of fairness and ensure that it operates with sincerity, transparency, and integrity while considering the rights and interests of all its stakeholders. The Company also advocates awareness creation on human rights to its employees and workers to empower them on their fundamental rights as defined in the declarations and covenant by United Nations and ILO.

**Applicability:**

This policy extends to all our stakeholders including employees and workers of the Company, franchise partners, suppliers, vendors, contractor, sub-contractors, security personnel and communities. The company is obligated to incorporate the respect for human rights into its management systems, by evaluating and managing the human rights impacts of its operations and ensuring that all individuals affected by its business may raise their grievances through a dedicated grievance mechanism. The company shall also ensure adherence to this policy, within its sphere of influence, by all its suppliers and other parties with whom it is engaged in business relationship.

**Commitments:****Forced Labour**

The Company prohibits any form of forced labour and human trafficking within its operational boundary and as well as business relationships in its value chain. Any violation by our value chain partners will result in the termination and existing and future relationships.

**Child Labour**

The Company adheres to regulations of Child Labour (Prohibition and Regulation) Act of 1986 and doesn't employ persons below the age of 18 for its business activities in any form or capacity. The Company also expects its value chain partners to prohibit child labour in any form. Any violation by our value chain partners will result in the termination and existing and future relationships.

**Security**

The company has zero tolerance policy towards any physical or verbal abuse, violence or intimidation within the organization. The company has established necessary security measures in place to avoid any such incidents. The Company diligently pursues any violation complaint while upholding complainant privacy and dignity.

**Remuneration**

The company adheres to 'The code on wages, 2019' and 'Income tax act, 1961' in terms of pay, working hours, overtime, and other benefits. The Company is obligated to provide remuneration, overtime pay and any other benefits as per market standards to all its employees and workers, and there shall not be any deductions that bring take-away salary below minimum wage.

**Right to associate and collective bargaining**

The company respects the right and freedom of its employees to join a union or association, without any form of retaliation, pressure or mistreatment. In instances where a union has been legally recognized to

represent our employees, the Company pledge to engage in meaningful conversations with the union's duly elected representatives. The company remains dedicated to conducting negotiations with these representatives in a fair and transparent manner.

#### **Workplace health and safety**

The Company prioritize the safety and well-being of its employees above everything else. The Company is dedicated to maintaining a safe and healthy work environment and rigorously complies with all relevant safety and health laws and regulations. The Company strives to establish and maintain a working environment that is both secure and healthy and encourages output, as well as collaborates with its staff to spot potential risks that could result in mishaps, injuries, or health problems and to ensure the necessary precautions are taken to mitigate them.

#### **Anti-discrimination and equal opportunity**

The Company aims to create a work environment that is devoid of all forms of harassment or discrimination based on race, gender, nationality, ethnicity, religion, age, disability, sexual orientation, gender identity or expression, political stance, or any other characteristic protected under applicable law. The Company's recruitment, hiring, placement, development, training, compensation, and advancement are strictly based on qualifications, performance, skills, and experience. The Company have a zero-tolerance policy for disrespectful or inappropriate conduct or unfair treatment.

#### **Diversity and Inclusion**

At all levels, the Croup works to promote diversity and inclusion. The Company places a high value on embracing and promoting diverse viewpoints and holds that our strength comes from a unique mix of gender, sexual orientation, gender identity, and physical and mental abilities, as well as from diverse backgrounds, cognitive abilities, cultures, ages, races, and ethnicities. The inclusive culture of the company prioritises health and wellbeing, making sure that everyone, regardless of background, feels accepted and encouraged to perform. Working together with individuals from different backgrounds allows us to generate a diverse range of ideas and encourages innovation.

#### **Action and procedure**

All stakeholders are required to comply with this policy and any other relevant policies of Bikaji Foods International Limited. To report any case of violation of this policy, please write to [cs@bikaji.com](mailto:cs@bikaji.com). All grievances are directed through a Human Rights committee followed by an internal investigation.

Any breach of this policy may result in disciplinary action, which could include termination of employment or referral to relevant authorities. The Company also reserve the right to terminate its relationships with supplier or any other parties with whom the company has business relation, where it has reasonable grounds to believe this policy has been violated.