



## **Human Resource and Labour Standards Policy**

K.J. Precision Industries Sdn. Bhd. adopts a zero tolerance towards human trafficking, slavery or child labour. This applies to all the Supplier's workers (including but not limited to employees, and temporary, migrant, student and contract workers). Specifically, we stand by the statements below: -

- (i) will not employ any worker younger than the local legal minimum age for employment or the age for completing compulsory education (and will in no event employ anyone under fifteen (15) years of age, even if legal to do so),
- (ii) will only employ persons whose presence is voluntary (i.e., no forced or involuntary labour, whether prison, bonded, indentured or otherwise, will be used, and no passport, driver's license, identity card or other document without which a worker may not be legally free or able to leave the premises, will be confiscated or otherwise physically held by management; all workers must at all times be legally free and able to leave the premises of such factory/facility);
- (iii) will treat each worker with dignity and respect and will not use threats of violence or corporal punishment (or other forms of physical, mental, sexual, psychological or verbal harassment or abuse), nor will any of the foregoing be condoned or permitted by any agent, contractor, employee or worker of Supplier or any manufacturer against any other agent, contractor, employee or worker of Supplier or any manufacturer;
- (iv) will not discriminate or provide special treatment in hiring and employment practices, including salary, benefits, advancement, discipline, termination, or retirement, on grounds of race, religion, age, nationality, social or ethnic origin, political opinion, sexual preference, disability or gender;
- (v) shall comply with laws and regulations governing minimum wages, maximum hours of work, piece rates and other elements of compensation, and overtime pay, shall provide legally mandated benefits, shall pay all compensation on time.
- (vi) shall not require any worker to pay or reimburse Supplier or any manufacturer for any recruitment fees, and shall not deduct any recruitment fees from any worker's compensation, except as statutorily provided.

ER CHIN KOK  
MANAGING DIRECTOR  
9/1/2023

Rev 1