



## **POLICY FOR HUMAN RIGHTS**

### **OBJECTIVE OF THE POLICY**

The objective of this policy is to ensure that the employees of Acacia Forest Industries Sdn Bhd and its contractors are properly informed about their core labour rights and the company commitment to comply with the provisions made in International Labour Organization Conventions No. 87 and No. 98, the Malaysian Criteria & Indicators for Sustainable Forest Management (MC&I SFM), Principal 4 on Community Relations and Workers rights.

### **FREEDOM OF ASSOCIATION AND PROTECTION OF RIGHTS TO ORGANISE AND COLLECTIVE BARGAINING**

#### **ILO CONVENTION NO.87: Freedom of Association and Protection of the Right to Organize**

This fundamental convention sets forth the right for workers and employers to establish and join organizations of their own choosing without previous authorization.

#### **ILO CONVENTION NO.98: The Right to Organize and Collective Bargaining**

This fundamental convention provides that workers shall enjoy adequate protection against acts of anti-union discrimination, including requirements that a worker not join a union or relinquish trade union membership for employment, or dismissal of a worker because of union membership or participation in union activities. The convention also enshrines the right to collective bargaining.

#### **MC&I SFM STANDARD: Principle 4 - Community Relations and Workers' Rights**

4.3 The rights of workers to organize and voluntarily negotiate with their employers shall be guaranteed as outlined in Conventions 87 and 98 of the International Labour Organization (ILO).

### **HUMAN RESOURCES POLICIES AND PROCEDURES**

AFI will adopt and implement human resources policies and procedures that set out its approach to managing workers regarding their rights under national labour and employment law and any applicable collective agreements.



## **WORKING CONDITIONS AND TERMS OF EMPLOYMENT**

Where AFI is a party to a collective bargaining agreement with a workers' organization, such agreement will be respected and AFI will provide reasonable working conditions and terms of employment.

## **WORKERS' ORGANIZATIONS**

AFI recognizes workers' rights to form and to join workers' organizations of their choosing without interference and to bargain collectively, and will not seek to influence or control these mechanisms.

## **NON-DISCRIMINATION AND EQUAL OPPORTUNITY**

AFI will not make employment decisions on the basis of personal characteristics unrelated to inherent job requirements, and will base the employment relationship on the principle of equal opportunity and fair treatment, and will not discriminate with respect to any aspects of the employment relationship. AFI will take measures to prevent and address harassment, including sexual harassment, intimidation, and/or exploitation, especially in regard to women or migrant workers.

## **RETRENCHMENT**

Prior to implementing any collective dismissals, AFI will carry out an analysis of alternatives to retrenchment. If the analysis does not identify viable alternatives to retrenchment, a retrenchment plan will be developed and implemented to reduce the adverse impacts of retrenchment on workers. The retrenchment plan will be based on the principle of non-discrimination and will reflect AFI's consultation with workers, their organizations, and, where appropriate, the government, and comply with collective bargaining agreements if they exist. AFI will ensure that all workers receive notice of dismissal and severance payments mandated by law and collective agreements in a timely manner.

## **GRIEVANCE MECHANISM**

AFI and its contractors will provide a grievance mechanism for workers (and their organizations, where they exist) to raise workplace concerns. The mechanism will involve an appropriate level of management and address concerns promptly, using an understandable and transparent process that provides timely feedback to those concerned, without any retribution. The mechanism will not impede access to other judicial or administrative remedies that might be available under the law or through existing arbitration procedures, or substitute for grievance mechanisms provided through collective agreements.



**ACACIA FOREST INDUSTRIES SDN BHD**

**(Company No: 611076-A)**

## **CHILD LABOUR**

AFI and its contractors will not employ children in any manner that is economically exploitative, or is likely to be hazardous or to interfere with the child's education, or to be harmful to the child's health or physical, mental, spiritual, moral, or social development.

## **MODERN SLAVERY**

AFI and its contractors will not engage in any form of slavery, servitude, forced or compulsory labour, human trafficking, or any form of exploitation.

This Policy Statement and its associated procedures and arrangements will be reviewed and revised as necessary, to reflect changes in the policies of the Government of Malaysia. Any changes to the Policy will be brought to the attention of all employees.

**John Mervyn Baxter**  
**General Manager**

**30 November 2024**