

# INDUS TUBES LIMITED

## Human Rights Policy

### Background

**Indus Tubes Limited** recognizes that businesses cannot operate in isolation and must work with the ultimate objective of creating value for society. Indus Tubes Limited respects and upholds high standards on the protection of human rights and acknowledges its responsibility for conducting its business ethically and contributing positively towards human rights-related aspects, in complete alignment with all applicable laws and regulations. Indus Tubes Limited is committed to developing a culture that inculcates respect, support, and protection of human rights.

### Purpose

The policy has been framed to ensure complete adherence to human rights principles across all locations and operations.

### Scope

This Human Rights Policy ("Policy") specifically identifies human rights-related aspects such as prohibition of child labour, prohibition of forced labour, compliance with Modern Slavery Act, fair working conditions, and payment of minimum wages. The Policy shall be applicable to all employees (whether employed on a temporary, fixed term, permanent or part-time basis). Indus Tubes Limited expects all its contractors and business partners to adhere to this policy .

### Basic principles and governance

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Indus Tubes Limited's senior management are responsible for ensuring the implementation of this Policy across all operations and will ensure appropriate oversight mechanisms are in place to monitor compliance. The management also ensures commitment to drive continuous improvement of this Human Rights policy.

### Enforcement and Grievance Mechanism

Indus Tubes Limited believes that it has a responsibility to ensure that human rights are understood and observed in the areas that it works. Indus Tubes Limited through its various cross-functional teams strives to create a work environment that is conducive to safeguarding human rights.

We have a formal grievance mechanism accessible to all stakeholders with clear procedures for resolution and follow-up. All stakeholder including employees are encouraged to raise their concerns if they see or suspect any possible violation of this Policy or any procedures or domestic laws as applicable or any other conduct that is unprofessional or inappropriate, report it at [industubes@yahoo.com](mailto:industubes@yahoo.com).

### Policy principles

Indus Tubes Limited follows all the applicable domestic laws pertaining to human rights. Indus Tubes Limited ensures conformance to fundamental labour laws and regulations in its business operations including the prohibition of child labour, prohibition of forced labour, freedom of association.

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Indus Tubes Limited fosters a workplace environment that is free of discrimination or harassment based on age, colour, gender, social status, marital status, differently abled, race, national / regional origin, ancestry, indigenous status, personal - beliefs, religion & spiritual practice, political affiliation, sexual orientation, and/or HIV/AIDS amongst others) in all its operations by imparting relevant training and aligning the conduct of its employees. Any violations in this regard are handled with strict, appropriate, and timely action in consonance with the domestic laws of the concerned country. Indus Tubes Limited respects freedom of association and right to collective bargaining and assures no interference with the same when such activities are undertaken beyond working hours.

Our commitment entails respecting and protecting human rights and seeking to avoid involvement in human rights abuses, identifying, assessing, and minimizing potential adverse impacts through due diligence and management of issues, and resolving grievances from affected stakeholders effectively.

Indus Tubes Limited has identified the following main areas of responsibility. The principles described below should be regarded as a minimum standard.

Human right aspects of the policy to include:

- **Safe working conditions:** Indus Tubes Limited ensures to provide safe working conditions for all including employees, customers, business partners, and visitors and aim to continually improve our performance, always seeking to reduce risk. Further, Indus Tubes Limited ensures awareness and adherence to applicable health and safety laws and its internal policies, where it operates
- **Harassment and abuse:** Indus Tubes Limited treats its employees with respect and dignity. Across all sites and offices, Indus Tubes Limited aims to maintain a harassment-free workplace, which can take many forms including physical, sexual, verbal or visual activity that generates an atmosphere that is offensive, aggressive, or threatening
- **Workplace security:** In addition to maintaining a harassment free workplace, Indus Tubes Limited is also committed to protect its employees from unsafe or disruptive conditions due to any existing or potential threats. Indus Tubes Limited will deploy security guards or agencies for its employees and assets as required
- **Forced labour, bonded labour, modern slavery & human trafficking:** Indus Tubes Limited has a policy of zero-tolerance towards acts of modern slavery which are unlawful and are a violation of fundamental human rights. Indus Tubes Limited prohibits and is strictly against the use of forced or bonded or involuntary labour and any form of human trafficking across the organization. Indus Tubes Limited employees are the only personnel, who have the legal right to perform work at the premises. Indus Tubes Limited employees shall enjoy the freedom of movement during the employment and have the freedom to terminate employment subject to agreed notice. Indus Tubes Limited also ensures that minimum consultation or notice periods are provided before any mass terminations, in line with applicable laws and fair labour practices. Indus Tubes Limited will not withhold any original documents such as identity, immigration, work permit, personal belongings, financial guarantee, or wages, beyond as reasonably necessary for administrative reasons. Indus Tubes Limited provides written agreements to its employees describing the worker's terms of employment in a language understood by the employee.
- **Child labour:** Indus Tubes Limited prohibits any form of child labour (any person below the age of 18 years) for any work at its premises.
- **Wages & benefits:** Indus Tubes Limited provides its employees' compensation competitively in line with industry standards and in complete adherence to applicable wages and benefits suggested by laws or as per the ILO conventions. Indus Tubes Limited endeavors to promote work-life balance

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by avoiding or reducing excessive working hours and overtime by setting clear maximum working hours limits and compliance with all applicable laws of the domestic country pertaining to wage, work hours and employee benefits. Indus Tubes Limited also ensures paying workers for annual leave.

- **Equal Remuneration:** Indus Tubes Limited is committed to ensuring equal remuneration for all employees regardless of gender. We uphold the principle of equal pay for work of equal value, fostering a fair and inclusive workplace where compensation is based solely on skills, experience, and job performance
- **Human Rights Due Diligence:** Indus Tubes Limited to participate in regular human rights impact assessments and develop action plans to address identified risks.
- **Privacy:** Indus Tubes Limited is committed to ensuring adequate privacy and data protection of personal information of individuals held by the company.

## Communication

The Policy shall be communicated internally and disseminated to all employees to raise awareness and establish systems of accountability. The Policy shall be publicly available. The Policy also stipulate expectations of business partners and other relevant external parties and so should be communicated actively to those with whom Indus Tubes Limited has contractual relationships, others directly linked to its operations, investors, and, in the context of significant risks, to potentially affected stakeholders.

## Review

Indus Tubes Limited will review this Policy on a scheduled basis and may, at any time, withdraw this Policy or publish replacement or revised versions of this Policy to reflect developments in the business, or changes to legislation or procedures.

All operations and departments within Indus Tubes Limited are responsible for implementing the Policy in their respective areas.

We encourage all our employees and business associates to strictly adhere to the aforementioned principles and condemn any violation or suspected violation of this Policy. Breaches of the principles and terms enshrined in the Policy are treated very seriously and handled with appropriate actions by Indus Tubes Limited as per its rules and regulations and applicable laws.