

PADMA

Forced Labour Policy

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Owner: Padma Textiles Sustainability Department

Scope: This policy applies to all Padma Textiles employees, suppliers, and partners.

Purpose: Padma Textiles is committed to preventing forced labour in its operations. This policy sets out our commitment to ensuring that all work is performed voluntarily and that no one is forced to work against their will.

Definitions:

- **Forced labour:** All work or services that are performed under the threat of coercion, violence, punishment, or other forms of constraint. This includes:
 - Work that is performed as a result of debt bondage, where the worker is unable to repay a debt and is therefore forced to work to pay it off.
 - Work that is performed as a result of human trafficking, where the worker has been deceived or forced into working against their will.
 - Work that is performed under conditions of extreme exploitation, such as where the worker is paid very little or not at all, or where they are denied basic human rights.
- **Freedom-restricting behaviours:** behaviours that restrict an individual's freedom to move, leave their job, or terminate their employment. This includes:
 - Withholding an employee's identity documents or other personal belongings.
 - Requiring an employee to live in company-provided housing.

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- Prohibiting an employee from leaving the workplace without permission.

Our Commitment

- Padma Textiles will not tolerate forced labour in any form.
- Padma Textiles will conduct regular audits to ensure that its operations are free of forced labour.
- Padma Textiles will provide training to all employees on the prevention of forced labour.
- Padma Textiles will work with its suppliers and partners to ensure that they are also committed to preventing forced labour.

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- Padma Textiles will not employ anyone who has been convicted of a forced labour offence.
- Padma Textiles will not withhold an employee's identity documents or other personal belongings.
- Padma Textiles will not require an employee to work overtime without their consent.
- Padma Textiles will not transfer an employee to worse working conditions.
- Padma Textiles will not restrict an employee's freedom to move, leave their job, or terminate their employment.

Implementation

- Padma Textiles will establish a process for reporting suspected cases of forced labour.
- Padma Textiles will investigate all reports of forced labour promptly and thoroughly.
- Padma Textiles will take appropriate disciplinary action against anyone who is found to be involved in forced labour.

Additional Details:

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- Padma Textiles will provide training to all employees on the prevention of forced labour. This training will cover the definition of forced labour, the freedom-restricting behaviours that are prohibited, and the reporting process.
- Padma Textiles will work with its suppliers and partners to ensure that they are also committed to preventing forced labour. This will include providing them with the Padma Textile Forced Labor Policy and training them on its implementation.
- Padma Textiles will establish a process for reporting suspected cases of forced labour. This process will be easy to use and accessible to all employees.
- Padma Textiles will investigate all reports of forced labour promptly and thoroughly. If a case of forced labour is found, Padma Textile will take appropriate disciplinary action against the individuals involved.

Padma Textiles accepts and undertakes to comply with the International Labour Organization (ILO) standards.

ILO definition: "Forced or compulsory labour is any work or service that is exacted from any person under the threat of a penalty and for which the person concerned has not offered himself or herself voluntarily." -- Article 2 of the ILO Forced Labour Convention, 1930 (No. 29)

We intend that this policy ensures that Padma Textile is a workplace where everyone is free to work voluntarily and without fear of coercion or exploitation.