

## **HUMAN TRAFFICKING POLICY**

### **STATEMENT OF POLICY**

AOS Orwell Limited is committed to a work environment that is free from human trafficking, forced labour, and unlawful child labour and has adopted a zero-tolerance policy regarding trafficking in person in line with the ILO Convention 29. We strongly believe that we are responsible for promoting ethical and lawful employment practices. These practices are also required to be followed by our suppliers, subcontractors, and business partners.

Our Company, our employees, and the employees of sub-contractors performing work for AOS Orwell Limited:

- Will not use force labour, compulsory labour, or unlawful child labour;
- Will not destroy, conceal, confiscate or otherwise deny access to employee identity or immigration documents;
- Will ensure that the overall terms of employment are voluntary;
- Will comply with the minimum age requirements prescribed by applicable laws unless a specific contract contains stricter age requirements;
- Will compensate its workers with wages and benefits that meet or exceed the legally required minimum and will comply with overtime pay requirements;
- Will abide by applicable law concerning the maximum hours of daily labour;
- Will not charge recruitment fee;
- Will provide accurate information to all contract employees in writing regarding the assignment they are being offered in language the employee understands;
- On contracts in which AOS Orwell Limited is to provide housing, the provisions will be, at a minimum, in compliance with the host country safety standards;
- AOS Orwell Limited will provide return transportation costs for employees who have finished employment outside that employee's nation of residence.

### **CONSEQUENCES OF VIOLATING POLICY**

Violations of this policy will be immediately remediated in such a way as to correct the violation and ensure preventive measures are place to prevent the violation from occurring again.

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MANAGING DIRECTOR