

## **Objective**

AventIQ, a trademark of Mittal Software Labs Limited is committed to ensuring a workplace free from child labour and forced labour. This policy outlines AventIQ's strict compliance with Indian labour laws, including the Child and Adolescent Labour (Prohibition and Regulation) Act, 1986, the Bonded Labour System (Abolition) Act, 1976, and the Delhi Shops and Establishments Act, 1954. The objective is to promote ethical employment practices and prevent exploitation in any form.

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## **Scope and Applicability**

This policy applies to all:

- Employees (permanent, probationary, and contractual).
  - Interns (paid and unpaid).
  - Contractors, vendors, and suppliers engaged with AventIQ.
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## **Key Principles**

### **1. Prohibition of Child Labour:**

- AventIQ strictly prohibits the employment of individuals under the age of 14 in any capacity.
- Adolescents (14-18 years) shall not be employed in hazardous occupations as defined under Indian law.

### **2. Prohibition of Forced Labour:**

- AventIQ strictly prohibits the use of forced, bonded, or involuntary labour in any form.
- Employees must work voluntarily and shall not be coerced through threats, debt bondage, or physical force.

### **3. Vendor and Supplier Compliance:**

- AventIQ requires all vendors, contractors, and suppliers to comply with this policy and relevant labour laws.

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## **Prohibited Practices**

1. Employment of individuals under 14 years of age.
  2. Use of physical force, threats, or other coercive methods to compel labour.
  3. Retaining employees' original identification documents or restricting their movement to force compliance.
  4. Payment of wages below the legal minimum wage.
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## **Responsibilities**

### **1. Management Responsibilities:**

- Ensure recruitment practices comply with applicable child labour and forced labour laws.
- Conduct due diligence on contractors, suppliers, and vendors to verify compliance.
- Implement strict monitoring systems to prevent violations.

### **2. Employee Responsibilities:**

- Report any instances or suspicions of child labour or forced labour within AventIQ's operations or supply chain.
- Adhere to ethical workplace practices as outlined in this policy.

### **3. Vendor and Supplier Responsibilities:**

- Sign agreements confirming adherence to anti-child labour and forced labour laws.
  - Allow audits by AventIQ or third-party agencies to ensure compliance.
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## **Monitoring and Audits**

1. Regular audits will be conducted to ensure compliance with this policy.
2. Audits shall include:
  - Verification of employee records.
  - Inspections of contractor and supplier worksites.
3. Non-compliance will result in:
  - Immediate corrective actions.
  - Termination of contracts with vendors or suppliers violating this policy.

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## **Reporting Mechanism**

1. Employees, contractors, or stakeholders can report violations of this policy through:
  - Email: [hr@aventiq.ai](mailto:hr@aventiq.ai)
  - Hotline: 8595653061, 1144756172
  - Written complaints to HR or the compliance officer.
2. Reports will be investigated confidentially and impartially, and appropriate actions will be taken within 15 working days.

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## **Compliance with Laws**

This policy complies with:

- The Child and Adolescent Labour (Prohibition and Regulation) Act, 1986.
- The Bonded Labour System (Abolition) Act, 1976.
- The Delhi Shops and Establishments Act, 1954.
- Relevant provisions of the Indian Penal Code (IPC).

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## **Training and Awareness**

1. Employees will receive training on:
  - Ethical employment practices.
  - Identification and prevention of child labour and forced labour.
2. Vendors and contractors will be provided with awareness sessions on their responsibilities under this policy.

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## **Non-Compliance and Disciplinary Action**

1. Non-compliance by employees will result in disciplinary action, including termination.
2. Vendors or contractors found violating this policy will face contract termination and possible legal action.

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## **Policy Review and Amendments**

This policy will be reviewed annually and updated to reflect changes in laws or organizational priorities. Any significant amendments will be communicated to employees and stakeholders.

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**Approved By: Nikhil Mittal**

**Effective Date: 01-Jan-2025**

**Last Updated: 26-Dec-2024**