

## **ANTI CHILD LABOUR POLICY**

For making a productive and peaceful work environment, its very important that we make such a work atmosphere which is enriched and motivated towards its social responsibility.

To achieve this goal, we will follow the labour law as prescribed by the constitution and will ensure that no under aged (below 18 Years as prescribed by labour law) person will be entitled for employment in the company.

We will also ensure that before hiring any employee, his/her “ Age Certificate” will be obtained, which can be anyone of the following category :-

- Birth certificate
- High school certificate( with date of birth)
- Voter ID card
- PAN card
- Aadhar Card
- Certificate by the certified dental surgeon.

It is our policy that, any person will be employed in the company only after ensuring the aforesaid criteria and getting the “Age Certificate” irrespective of skilled, semi-skilled or unskilled labour and of full time, part time of any other type of employment.

If any employee is found teasing to any other employee or an applicant, in any form, then sufficient disciplinary action will be taken against him, which can be dismiss from the job for some days or even suspension.

If anyone is found accused of Sexual Harassment then legal action will be taken against him.

Responsibility:-

It's the responsibility of every employee to follow this policy in congruent with Human Resource department.