



CHILD AND FORCED LABOUR PREVENTION POLICY

Policy Number: HR/CLFL/2024/01

Date:01-04-2024

Prepared By: Human Resources Department

Approved By: Managing Director

1. Purpose

The purpose of this policy is to affirm KSH Automotive Pvt Ltd's commitment to uphold human rights by strictly prohibiting the use of **child labour** and **forced or involuntary labour** in any part of its operations or supply chain. The company is committed to full compliance with applicable laws and international standards.

2. Scope

This policy applies to:

- All employees (permanent, temporary, contractual, and trainees)
- Apprentices and interns
- Contract labor and third-party vendors
- All manufacturing plants, offices, and project sites
- All suppliers, vendors, and service providers

3. Definitions

3.1 Child Labour

As per the **Child and Adolescent Labour (Prohibition and Regulation) Act, 1986 (Amended 2016)**:

Employment of any person below **14 years of age** is strictly prohibited. Employment of adolescents (14–18 years) is not permitted in hazardous occupations.



3.2 Forced Labour

Any work or service which a person is compelled to perform involuntarily, under threat of penalty, including:

- Bonded labour
- Indentured labour
- Trafficking for labor
- Withholding of wages, documents, or freedom of movement

4. Policy Statement

KSH Automotive Pvt Ltd:

- **Prohibits** the use of child labour across all its operations.
- **Prohibits** forced, bonded, trafficked, or prison labour.
- Ensures compliance with Indian laws, ILO Conventions 138 & 182, and UN Guiding Principles on Business and Human Rights.
- Expects the same standards from all suppliers, subcontractors, and business partners.

5. Implementation Measures

5.1 Age Verification

- All candidates must provide **valid age proof** during onboarding (e.g., Aadhaar Card, Birth Certificate, SSC Certificate).
- HR to maintain records and verify age before appointment.

5.2 Vendor/Supplier Compliance

- All suppliers must sign a **Supplier Code of Conduct** confirming compliance with child and forced labour laws.
- Periodic audits of high-risk suppliers will be conducted.



5.3 Employment Practices

- Employees shall not be forced to work under threat, penalty, coercion, or bonded arrangements.
- No withholding of wages, identity documents, or restricting employees' freedom of movement.
- All employment shall be **voluntary**, with legally recognized contracts and fair wages.

5.4 Training and Awareness

- HR will conduct **annual awareness sessions** for employees and contractors.
- Posters and visual communication on prohibition of child/forced labour will be displayed at entry gates and common areas.

6. Reporting & Grievance Mechanism

- Any suspected case of child or forced labour can be reported confidentially via:
 - HR Grievance Box
 - Company Whistleblower Hotline
 - Direct email to ethics@kshauto.com
- All complaints will be investigated and resolved with strict confidentiality and without retaliation.

7. Disciplinary Actions

Violation of this policy will result in:

- Immediate termination of employment or contract
- Legal action under Indian labour laws
- Blacklisting of vendors or service providers

8. Legal & Regulatory References

- Child Labour (Prohibition and Regulation) Amendment Act, 2016



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- Bonded Labour System (Abolition) Act, 1976
- The Factories Act, 1948
- The Apprentices Act, 1961
- ILO Convention Nos. 29, 105, 138, 182
- United Nations Global Compact – Principle 4 & 5

9. Monitoring and Review

- This policy shall be reviewed annually by the HR and Compliance team.
- Internal audits will include checks for compliance with child and forced labour provisions.

10. Policy Acknowledgement

All employees, vendors, and contractors must acknowledge this policy during onboarding and contract signing.

Effective Date: 01 April 2024

Approved By: Managing Director (MD)

A handwritten signature in black ink, appearing to be 'Yongsung Kim', is written over a large, faint, light-green watermark of the KSH logo.

Mr. Yongsung Kim
Managing Director