

## Human Rights and Forced Labour Policy 2018

### Introduction:

Poulos Bros is a company that is committed to ensuring that support and respect of all employees is achieved at all times and a safe working environment is provided that encourages a healthy workplace and cultural diversity. This commitment is implemented to ensure no employee is mistreated every individual is treated with dignity and respect.

### 1. Policy

Poulos Bros do not tolerate any forms of discrimination, unfair treatment or forced labour in their workplace, or neither will they source products from suppliers who do not operate ethically.

To ensure this, Poulos Bros has committed to implementing the following actions in their workplace:

- All employees must commit to following this policy at all times and have the responsibility to report any misconduct
- All employees must treat all co-workers with respect, honesty and fairness
- Respect and support cultural diversity in the workplace
- Never participate in bullying, harassment of discrimination against co-workers
- Never participate in forced labour, or source products from suppliers who participate in forced labour

### 2. Implementation

This policy is publicly available throughout the facilities of Poulos Bros in a clear and communicable manner that can be understood by all employees and suppliers in induction programs and policy documentation. All employees of Poulos Bros and its suppliers are responsible for implementing this policy. Any incidents of misconduct must be reported and reviewed annually to ensure all employees/staff are enforcing this policy at all times in the workplace.

### 3. Monitoring and Corrective action

#### 3.1. Monitoring:

All employees must monitor and report their actions and the actions of their co-workers to ensure their behaviour complies with this policy. Any incidents witnessed by any employee must be reported instantly and action must be taken immediately.

#### 3.2. Remediation:

In the rare instance that this policy is breached by employees or suppliers directly or indirectly then corrective action must be taken to ensure the situation is understood and prevent reoccurrence of the issue.