

Prevention of child Labour

1.0 Objective

The policy has been laid out to ensure that there is a restriction in the age criteria for the employees working in the premises of any of the companies in the Amara Raja Group (ARG). The age stipulated for working is eighteen years completed and above and this is to ensure that child labour is eradicated.

2.0 Applicability

The minimum age for recruitment of any employee (defined as per clause 3.01 of standing orders i.e., Permanent, Probationers, Badli, Temporary, Casual, Trainee and Apprentice), Contract workers, Interns, Temporary staff, Fixed Term Employees in ARG, should be working after completion of eighteen years and above.

SDC students who are on the job training (OJT) and learning are exempted from this policy. These students will be away from dangerous and hazards environment for the sake of safety.

3.0 The Policy

- ARG shall establish, document, maintain, and effectively communicate to all employees and other potential employees regarding this policy.
- This is to ensure that there is a restriction in the age criteria for the employees working in the Factory premises that is completion of eighteen years and above to eradicate the child labour in the ARG.
- The policy is to adhere to Child Labour Prohibition Act, and subsequently amended in 2016.

4.0 Process to be Followed for Ensuring the Policy:

- Proof of age for all employees will be maintained by Human Resources Department, as a part of personal file.
- At the time of employment, Human Resources Dept also obtains signed application forms from the employee stating among other things his/her age and date of birth.
- Age records of the candidate will be verified with SSC Book / Aadhaar.
- Proper verification of age records to be done Talent Acquisition Cell (TAC) and HR Shared Services. Both TAC and Shared Services/Head are to be responsible of the record verification.
- The age record should be placed in the personal file of the concerned employee for further verification.
- Under any circumstances, the deviation of the Policy is not allowed.

5.0 Expected Behaviour and Cultural Impact

- The Policy aims at child labour free environment at the workplace and to employ only persons who have completed eighteen years of age.
- The Management is expected to resolve any deviation and advice so that it does not get repeated again.

6.0 General Information:

- In case of any question that arises to the interpretation of the policy any clauses thereof or as to any rights or obligations arising from the policy, the decision of the Group HR Head shall be final and binding.
- The Management reserves the right to withdraw, amend, alter or modify the policy at any point of time.