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	Child and Forced Labour Prevention Policy	Process Owner:	Human Resources Manager
		Revision Number:	003
		Revision Date:	4/29/2024

Child and Forced Labour Prevention Policy

Markdom is committed to conduct business by always complying with and respecting human rights and workers' rights as well as ensuring that employees have the right to enter work voluntarily and freely, without menace of any penalty. Therefore, Markdom will act professionally, fairly and with full of integrity in carrying out business relations with every employee without giving tolerance to all forms of child labor and forced labor, either directly or indirectly.

DEFINITIONS:

Child is every person under 18 (eighteen) years old.

Child labour is work that deprives children of their childhood, their potential and their dignity, and that is harmful to physical and mental development. It refers to work that:

- is mentally, physically, socially or morally dangerous and harmful to children; and/or
- interferes with their schooling by: depriving them of the opportunity to attend school; obliging them to leave school prematurely; or requiring them to attempt to combine school attendance with excessively long and heavy work.

The definition of child labor is based upon the internationally recognized standards of the International Labor Organization (ILO).


Forced labor can include practices such as restricting people's movement or imprisoning them; withholding wages or identity documents to force them to stay on the job; or entangling them in fraudulent debt from which they cannot escape. Forced labor is a criminal offence and a violation of fundamental human rights.

Voluntary means workers' consent to enter into employment and to their freedom to leave the employment at any time, with reasonable notice in accordance with Ontario's law or Markdom's contract agreements.

PRINCIPLES

3.1. Prohibition of Child Labour

Markdom strictly prohibit and do not tolerate any child labor practices in all of Markdom's activity. In the event of any failure to comply with the regulation, Markdom will require that the situation be remedied as quickly as possible and any employee who violate the regulation will be imposed

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with sanction and disciplinary action up to, termination of employment in accordance with the Markdom’s Code of Conduct and Ethics

3.1.2. Preventive Strategy

Markdom implements reliable control mechanism and strategy in order to prevent child labor practices. This effort may be conducted by verifying the age of applicants for employment using the following techniques:

- Provision of multiple documents which present valid identifications issued by an official authority (ex. Driving license, work permit, passport ID);
- Detailed interviews with employees and applicants who appear to be too young;
- Recruitment Agency should send the registration enrollment form which includes ID to support verification of age
- Child Labour Compliance (Age) part of the new hire checklist form

3.2. Prohibition of Forced Labour


Markdom strictly prohibit and do not tolerate any forced labor practices. The freedom of workers may not be restricted and must be ensured at all times. In the event of any failure to comply with the regulation, Markdom will require that the situation be remedied as quickly as possible and any employee who violate the regulation will be imposed with sanction and disciplinary action up to, termination of employment in accordance with the Company’s Code of Conduct and Ethics.

3.2.1. Preventive Strategy

Markdom implements strategy in order to prevent forced labor practices using the following techniques:

Continuously monitor and provide information to shareholders and potential investors regarding ethical business practice including prevention of forced labor as part of commitment to operate a sustainable business;

Ensure that all employees have written contracts, specifying employee’s payment of wages, overtime, retention of identity documents, and other issues related to preventing forced labor. Provide onboarding training to all our employees regarding Ontario Human Rights Code, Forced Labour, Human Trafficking and Child Labour.

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3.3. Supplier Expectations

It is Supplier’s responsibility to operate above and beyond Markdom’s business ethical principles including but not limited:

- a) Provide safe and inclusive workplace
- b) Compliance with environmental protection
- c) Respect legislations or regulations applicable in the production countries and the areas/ countries where the product is sold or used.
- d) Support and respect the protection of human rights
- e) Eliminate all forms of forced labour and child labour and/or human trafficking
- f) Supplier’s employees must be treated in a fair and non-discriminatory manner.
- g) Provide equal opportunity and prohibited discrimination against race, gender, sexual orientation, health condition, disability, age, nationality or religion.

3.3.1. Preventive Strategy

Markdom implements strategy in order to prevent forced labour practices using the following techniques:

- Notification of the Markdom’s Supplier Code of Conduct to all suppliers
- Follow up with supplier Agreement form

4.0. Dealing with Violations:

This policy contains a set of rules that cover procedural and investigatory measures to be adopted if there is any practices using child labor. In order to ensure the well-being of the child in such cases, Markdom requires compliance with the minimum conditions set forth below:

- The child must cease work immediately;
- The employer must provide the child with appropriate compensation for the loss of employment;
- The employer must safeguard and promote the welfare of the child, which include, for example, verification of continuation of compulsory schooling and financial assistance for the family of the respective child.

5.0 RELATED DOCUMENTS

- New Hire Check List Form
- Supplier Code of Conduct
- Supplier Performance Expectations
- Supplier Agreement Form