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# TongaatHulett®

## HUMAN RIGHTS POLICY



We succeed through excellence and innovation



We grow and win in teams



We take accountability



Integrity and ethics guide our way



We care and do our best



Safely home every day

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## 1. Introduction

- 1.1. Tongaat Hulett Limited (“the Company”) and its subsidiaries recognise human rights as a fundamental value. It is committed to upholding, protecting and promoting the human rights of its employees as well as people within the communities and sphere of influence within which it operates. This commitment is enshrined in the Tongaat Group Code of Conduct and Business Ethics, by which all Tongaat group companies are bound.

## 2. Purpose

- 2.1. The purpose of this policy is to stipulate the Company’s’ multinational stance in ensuring responsible business practices in upholding human rights within all our operations.
- 2.2. The Company is committed to respect, protect and promote human rights and to avoid complicity in human rights abuses.
- 2.3. This policy sets out the various areas that impact human rights and the perspective of the Company in this regard.

## 3. Objective

- 3.1. The primary objectives of this policy are:
  - To provide guidance to employees on the behaviours expected in accordance with the Company’s culture and/or values, as set out in the Code of Business Conduct & Ethics;
  - To promote fair and sound human rights practices within the Company, and;
  - Give effect to the United Nations Global Compact Principles insofar as it relates to human rights.

## 4. Definitions

- 4.1. In accordance with the Universal Declaration of Human Rights compiled by the United Nations, “Human rights are rights that belong to an individual or group of individuals as a consequence of being human.”
- 4.2. According to the Constitution of South Africa “Human Rights are considered to be inalienable fundamental rights to which a person is inherently entitled simply because s/he is a human being regardless of their nationality, location, language, religion, ethnic origin or any other status.”

## 5. Scope

- 5.1. This policy applies to all employees, contractors, service providers and customers of the Company.

## 6. References

- 6.1. This policy must be read together with and reinforces the following existing policies of the Company in which human rights are embedded:
  - 6.1.1. Code of Conduct and Business Ethics;
  - 6.1.2. Safety, Health and Environmental Policy, and;
  - 6.1.3. Procurement Policy.
- 6.2. The above list is not exhaustive but is illustrative of the fact that various elements of human rights have been interwoven and integrated into the Company policies, practices and standards.
- 6.3. In developing this Policy, we are guided by the principles of the following human rights standards:
  - 6.3.1. The Universal Declaration of Human Rights
  - 6.3.2. UN Declaration on the Rights of Indigenous Peoples
  - 6.3.3. The Constitution of the Republic of South Africa
  - 6.3.4. Legislation pertaining to human rights in the countries where we operate

## 7. Responsibility

- 7.1. The Human Rights Policy is overseen by the leadership of the Company.
- 7.2. The Executive, Country Managing Directors, General Managers and Senior Managers are responsible for ensuring that this policy is implemented and adhered to at each operational workplace and within the various functions and disciplines.

## 8. Policy Statement

The manner in which the Company seeks to give effect to its commitment is illustrated but not limited to the areas listed below:

**8.1. Ethics**

The Company expects all employees, contractors and suppliers to share its commitment to high moral, ethical and legal standards and creates conditions where all can work with dignity.

**8.2. Diversity and Inclusion**

The Company promotes diversity and inclusion and strives to maintain workplaces that are free from unfair discrimination or harassment based on race, sex, colour, nationality, religion, age, sexual orientation, gender, marital status, family status, HIV/AIDS status, disability or any other arbitrary grounds.

**8.3. Freedom of Association and Collective Bargaining**

The company respects the employees' right to join, form or not to join a labour union. It is committed to establishing constructive dialogue with organised labour and the freely chosen representatives of employees and to bargain in good faith within the appropriate national legal frameworks.

**8.4. Safe and Healthy Workplace**

The safety, health and wellbeing of employees is a top priority. The company aims to provide and maintain a safe, healthy and productive workplace that complies with applicable laws, regulations and internal standards. Working together with employees and contractors it continually aims to proactively identify and eliminate/reduce risks of accidents, injury and health impacts.

**8.5. Forced and/or Compulsory Labour**

All forms of forced and/or compulsory labour are prohibited.

**8.6. Child Labour**

Children up to and below 18 years of age are forbidden from employment at any Company operations.

**8.7. Working Hours, Pay and Benefits**

The Company complies with applicable labour and employment legislation and strives to remunerate employees competitively relative to comparable industry and market norms.

**8.8. Security**

Security procedures are in place to protect employees and assets and to provide a secure and sustainable environment in which the business can operate.

### 8.9. **Conducting Business as a Responsible Member of Society**

The Company respects the rights of people in the communities impacted upon by its activities. It seeks to identify risks and adverse impacts that may potentially affect local communities. It finds ways to consult and engage with said communities with the intention of crafting workable solutions to address/avoid/minimise and or mitigate concerns.

## 9. **Implementation Procedures**

- 9.1. In the fulfilment of their daily tasks and activities managers and employees are expected to observe and respect human rights and continuously assess opportunities to improve processes in order to prevent human rights violations to people within the business and the value chain.
- 9.2. Where necessary the Company shall ensure that employees, contractors and service providers are familiarised with human rights issues that are relevant to their activities.
- 9.3. Where relevant the Company will conduct awareness and communication campaigns for contractors, service providers and employees.
- 9.4. Employees, contractors and service providers are encouraged to report any suspected violations of the policy by the Company, its representatives or suppliers and service providers to the relevant executives or senior managers or anonymously through [tonga@tipoffs.com](mailto:tonga@tipoffs.com) or make a free call to Tip-offs Anonymous on 0800212187 or other local telephone number displayed on noticeboards on site.
- 9.5. The Company undertakes to provide for and cooperate in reasonable, fair and/or equitable remediation where adverse human rights impacts have been caused by or resulted from its business activities.

## 10. **Non-compliance**

- 10.1. Non-compliance with this policy and the procedures associated with it may result in disciplinary action and even dismissal.
- 10.2. Any transgressions by contractors, service providers and suppliers will result in the implementation of appropriate corrective and remedial action.

## 11. **Communication of Policy**

- 11.1. In order for the policy to be sustainable, it must be supported by a structured education, communication and awareness programme, primarily driven by the activities undertaken by Human Resources.

## 12. Administration

- 12.1. Tongaat Hulett has the overall responsibility for the maintenance and operation of this policy.

## 13. Policy Review

- 13.1. This policy shall be reviewed as and when required to factor in any changes in legal frameworks, organisational development and economic trends.

## 14. Implementation date

- 14.1. This policy will come into effect on the date of signature by the Chief Executive Officer.

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**SIGNATURE OF CHIEF EXECUTIVE OFFICER**

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**DATE**

# HUMAN RIGHTS POLICY


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