



SEHAJ SYNERGY TECHNOLOGIES PRIVATE LIMITED
PROHIBITION OF CHILD LABOUR POLICY

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Effective Date: 15.10.2021

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SEHAJ SYNERGY TECHNOLOGIES PRIVATE LIMITED

PROHIBITION OF CHILD LABOUR POLICY

1. INTRODUCTION

- 1.1. Sehaj Synergy Technologies Private Limited (the “**Company**”) is committed to respecting and promoting the fundamental human rights of all employees, and ensuring responsible corporate practices in the area of human rights and work conditions.
- 1.2. This Policy (the “**Policy**”) sets out the Company’s approach to and stand on prohibition of child labour at the workplace. The Company has a strict policy against employment of any Child, and takes strict action against any person responsible for engagement of any Child at the Company.
- 1.3. “**Child / Children**” as used in this Policy means any person(s) below the age of [18 / 15] years.
- 1.4. The International Labour Convention on Child Labour sets out international best-practice guidelines on prohibition of child labour. The Child and Adolescent Labour (Prohibition and Regulation) Act, is the principal law in India governing employment of children. Under the said Act, no child below the age of 14 years is allowed to be engaged in any occupation or process, and no adolescent below the age of 18 years is allowed to be engaged in any hazardous occupation or process.
- 1.5. The Company is compliant with the International Labour Convention as well as applicable Indian law.

2. COMPANY’S APPROACH TO PROHIBITION OF CHILD LABOUR

- 2.1. The Company is committed against and prohibits the practice of employing Children. The Company hires only those individuals who have completed [18 / 15] years of age, on confirmation of their ages by way of recognized and valid legal documents like birth certificate, SSLC marks card, school transfer certificate, age certificate issued by Employees’ State Insurance medical officer, driving license and/or passport.
- 2.2. Prior to engagement with the Company, it is mandatory for any applicant to submit one or more of the recognized legal documents as set out in paragraph 2.1. The Company undertakes verification of the stated credentials by the applicant against the information provided in the documents. The Company does not undertake independent verification to determine the veracity of the document.



- 2.3. While the Company takes best efforts to prohibit the employment of Children, it relies on the information and documents furnished by the candidate to determine the age of such candidate. In the event of a candidate falsifying any documents to appear above the age of [18/ 15] years, the Company shall proceed to terminate the services of such candidate and may take any action as available to it under law.
- 2.4. If any person employed or engaged with the Company is found to be soliciting or facilitating employment of any Child, the Company shall take strict disciplinary action against such person, which may include termination of the services of such person and reporting to appropriate law enforcement authorities.
- 2.5. The Company also requires that its suppliers, agents and contractors commit not to engage or employ Children. Prior to entering into a relationship with the Company, all suppliers, agents and contractors are required to execute an undertaking that they do not engage any Children in respect of its services provided to or on behalf of the Company.

3. EMPLOYEES' DUTIES

- 3.1. Each employee of the Company has a duty to comply with the provisions of this Policy. If any employee of the Company has any knowledge of employment of any Child in the Company or any advertisement of solicitation of Children, he/ she shall immediately report this to the Company. The employee should address this complaint to the Company Compliance Officer, as per the procedure laid down under the Code of Business Practices. A copy of the Code of Business Practices can be accessed by the employee at the registered office of the company.
- 3.2. Prior to entering into any engagement with any agent, contractor or supplier, all employees are required to ensure that such person/ entity has executed an undertaking in the form as stipulated by the Company, not to engage Children in respect of services provided to or on behalf of the Company.

4. EXCEPTIONS

- 4.1. Notwithstanding any other provision of this Policy, nothing in this Policy shall be applicable to the engagement of any Child by the Company, if such engagement is on an internship, and is done after school hours or during vacations, and is with the consent of his/ her parents.

5. COMPLIANCE WITH LAW

- 5.1. If any person above the age of 15 years, but below the age of 18 years is employed at the Company as permitted by applicable law, the Company shall undertake all measures as





prescribed under applicable law in respect of employment of such persons, including in respect of their working hours, overtime hours, weekly holidays, and their health and safety.

5.2. The Company shall maintain a register in respect of all such individuals as stipulated in paragraph 5.1, employed by the Company which sets out all the requirements as stipulated by applicable law.]

6. REVIEW AND AMENDMENTS

6.1. This Policy shall be subject to review, from time to time. Any amendments to this Policy shall be in writing and effective upon a resolution being passed by the board of directors of the Company approving such amendments. Brief details of each amendment shall be in the format specified below:

Date	Version	Description of Amendments

Effective Date: 15.10.2021