



## LAKSHMI MACHINE WORKS LIMITED

CIN: L29269TZ1962PLC000463

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### HUMAN RIGHTS POLICY

#### **Purpose:**

To reinforce the protection and advancement of Human Rights and provide guidelines for the implementation and enforcement of Human Rights Policy.

#### **Introduction:**

Respecting and protecting the Human Rights are integral part of LMW's ethical standards.

LMW supports the universally recognized rights and freedoms set forth in the Universal Declaration of Human Rights, the ILO Declaration on Fundamental Principles and Rights at Work, the Voluntary Principles on Security and Human Rights.

#### **Policy**

LMW is committed to respect and protect the dignity, wellbeing and human rights of all stake holders. LMW is committed to developing a culture and environment which inculcates respect and support for human rights and seeks to avoid connivance in Human Rights abuses across its locations.

LMW would ensure conformance to fundamental labour principles including the prohibition of child labour, forced labour, freedom of association and right to collective bargaining and protection from discrimination, in all its operations by imparting relevant training and aligning the conduct of its employees.

#### **Anti-discrimination and retaliation**

We employ people on the basis of their ability to do the job, and we prohibit discrimination based on employees' personal characteristics, conditions or beliefs. (based on age, sex, marital status, caste, religion, colour, race, nationality, ancestry, indigenous status, personal beliefs, spiritual practice, political affiliations, differently abled, and HIV/AIDS)

#### **Fair working hours**

We manage operations to ensure that overtime does not exceed levels that create inhumane working conditions.



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### **Freedom of association and collective bargaining**

We recognize the right of our employees to join associations of their own choosing or to refrain from joining, and the right to collective bargaining, unless otherwise prohibited by law.

### **Safe, healthy and respectful working conditions**

We provide a safe, healthy and respectful work environment for employees. We strive to maintain the environmental conditions within the allowable levels. We are always committed to provide a pleasant workplace in all respects.

### **No harsh or inhumane treatment**

The safety and security of employees at our facilities are key priorities. We prohibit the physical abuse and harassment of employees, as well as the threat of either.

### **Child Labour:**

We do not employ any person below the age of eighteen years.

### **Forced labour:**

We prohibit the use of forced or compulsory labour at all our units. No employee is made to work against his/her will or work as bonded/forced labour, or subject to corporal punishment or coercion of any type related to work.

### **Whistle Blower and Sexual Harassment :**

The company has in place a Whistle Blower Mechanism through which employees can suitably represent any perceived wrong-doing within the organisation. The company also has in place anti-sexual harassment policy and committees to ensure safety and dignity of its employees.

### **Implementation:**

The policy is communicated to all employees through induction programmes, policy manuals and intranet portals.

The custodian of this policy is the HR-Head who reports directly to Management.



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For the unionised employees, compliance of the policy is ensured through a robust grievance handling procedure and the presence of a union that brings violations to the notice of the HR-Head.

### **Monitoring & Audit:**

All stake holders are expected to follow internationally accepted norms and standards on human rights. LMW has appropriate systems and checks & balance to ensure compliance with the Policy and relevant statutory provisions. The Human Resources Department conducts unbiased reviews annually on a sample basis with Unit heads/Union representatives/employees.

This policy shall be reviewed periodically for its suitability and updated as and when necessary.