



Ahmad Tea Limited • Winchester Road • Chandlers Ford • Hampshire SO53 2PZ • England
Tel: +44 (0)23 8027 8900 • Fax: +44 (0)23 8025 5867 • E-mail: info@ahmadtea.com

Ahmad Tea Social Responsibility Standards

Each employee has a responsibility to uphold each of these Standards as part of their terms of employment with Ahmad Tea ('The Company'). These standards are subject to local laws and in the event of conflict, local laws will prevail.

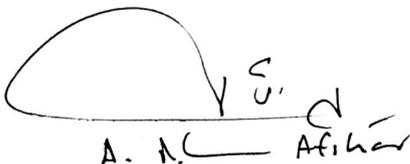
The Company's Social Responsibility Standards are as follows:

- 1. Modern Slavery and Human Trafficking.** The Company is committed to continuously improving its practices to identify and eliminate any slavery and human trafficking in its business and supply chains, and to acting ethically and with integrity in all its business relationships.
- 2. Child labour.** Child labour shall not be used and the minimum age and conditions as governed by local laws and the International Labour Conventions are to be strictly adhered to. The Company considers the minimum age to be 16 years old.
- 3. Forced and Compulsory Labour.** Forced or compulsory labour shall not be used. All employees are to be given a copy of their contract which must be signed by their employer. All employees or workers are to be paid for the time they have worked and no payment is to be withheld. All persons working must be given a contract, even if it is a temporary contract and fair payment must be given for the time worked.
- 4. Prohibition on withholding money and identity documents.** No money owed to an employee or identity documents belonging to an employee can be withheld by an employer.
- 5. Working hours.** At least one day off per week is to be provided. Workers shall not be expected to work more than 12 hours per day. Approved overtime must be financially compensated.
- 6. Remuneration.** Pay shall be equal to or in excess of the legal minimum wage of the country where the work is performed. Pay shall not be withheld for more than one month after the work is performed.
- 7. Health and Safety.** Effective steps shall be taken to provide a healthy and safe work environment, and to prevent potential accidents and hazardous risks. Local laws shall be complied with and a health and safety officer nominated to report compliance to the Company on an annual basis.

- 8. Freedom of Association.** Employees should be given the space to collaborate and address their welfare and employment issues.
- 9. Discrimination.** There shall be no discrimination based on race, national origin, caste, religion or belief, gender, disability, sexual orientation, gender reassignment, marital status or civil partnership in the workplace and this includes hiring, remuneration, access to training, promotion, termination or retirement.
- 10. Disciplinary Practices and Harassment.** All personnel shall be treated with dignity and respect. No corporal punishment, mental or physical coercion or verbal abuse shall be tolerated. No form of harassment, especially sexual harassment, shall be tolerated.
- 11. Anti-Bribery and Corruption.** The Company has a zero tolerance policy towards bribery and corruption and is committed to acting fairly and with integrity in all of its business dealings and relationships wherever it operates and implementing and enforcing effective systems to counter bribery.
- 12. Environment.** The Company supports and encourages sustainable and responsible operating. The Company operates a sustainable procurement policy. The Company requests that all recyclable materials are recycled and steps taken towards zero waste manufacturing outcomes.
- 13. Whistleblowing.** The Company encourages people to come forward and inform us if these Standards are not being complied with. The Company actively encourages reporting on suspicions employees may have and they are legally protected if they do come forward.

If you believe there is an issue regarding dishonesty or malpractice which needs investigating but feel uncomfortable using the normal channels to report your concern, please email raisingconcerns@ahmadtea.com

For the Company



A. A. Afshar

Mr Rahim Afshar, Chairman

AHMAD TEA

Dated 6th November 2019.