

Child Labour Policy

Purpose

The Sofap Ltd Child Labour Policy unconditionally prohibits and condemns child labour and at the same time contains procedural rules for addressing instances of child labour.

Scope

The scope of Sofap Ltd's Child Labour Policy applies to all employees. Though Sofap Ltd cannot be held accountable for action of its stakeholders, we will strongly support organisations abiding to human rights principles policies and hence, would be given due consideration for various business avenues.

Definition of Child Labour

The definition of child labour adopted by SOFAP LTD is based upon the internationally recognized standards of the **International Labour Organization (ILO)**. Accordingly, child labour is first of all work that deprives children of their childhood, their potential and their dignity and is harmful to their physical and mental development. In keeping with the ILO standards, SOFAP LTD defines child labour as:

- Work that is mentally, physically, socially or morally dangerous and harmful
- Work that fails to take into account compulsory schooling
- Work that makes it necessary for children to leave school prematurely.
- Work that requires children to combine school attendance with long and heavy work.

Main objectives of the Child Labour Policy

1. Sofap Ltd sets an age limit to prevent the employment of children who are under the age of being employed.

2. Under exceptional circumstances and in strict compliance with safety regulations, that the working age may be reduced to 16 at the company.
3. For any person employed below 18 years, it will be mandatory to have a written consent from the legally recognized parents or responsible party of the child stipulating that they are consenting the latter to work.
4. Sofap Ltd commits to verify the age of applicants for employment by requiring presentation of valid identification issued by an official authority prior to employment. A copy of such identification and all other legally required documentation must be kept on file during the entire period of employment.
5. This policy will be reviewed periodically due to the dynamic nature of employment within the organisation and to ensure operational accuracy.

Approved by

Eric Adam
Managing Director

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