



WILLIAMSON TEA KENYA PLC

NO CHILD LABOUR, NON-DISCRIMINATION AND NO FORCED LABOUR POLICY

- No worker or potential employee shall be discriminated in hiring, remuneration, access to training, promotion, termination and benefits on the basis of gender, sexual orientation, tribe/ethnicity, race, nationality, disability, religion, marital status, colour, age (between 18 and 55 years), political opinion, disability or union membership.
- The minority/disadvantaged groups within the organization shall have equal participation and representation like any other company worker and shall not be discriminated against in terms of recruitment, promotion, staff, committee membership or any other opportunity that may arise.
- Management shall not engage in, support or tolerate the use of corporal punishment, mental or physical coercion and verbal abuse.
- Should any employee be subjected to any form of discrimination by any worker or members of management, he/she is advised to directly report the matter to the General Manager.
- Where one genuinely feels that no fairness was in place during the recruitment exercise, a written appeal should be forwarded to the General Manager.
- Only the potential employee **who have attained the age of 18 years** and qualify for the job at hand shall be considered and recruited.

A National Identity Card shall be produced during any form of recruitment.

- All promotions to the next grade shall be at the discretion of management and shall **PURELY** depend on performance and vacancy.
- There shall **NOT** be any form of child labour within the farm.
- All disciplinary procedures shall be as per the C.B.A sections 22, 23 and 24 and the company policy statement No.7, in addition to the grievance handling procedure.
- **The farm shall not engage in any form of forced labour.**