**OBJECTIVE:**

The objective of this Human Rights Policy is to demonstrate the organization's commitment to respecting and protecting the fundamental human rights of all employees and stakeholders. It aims to promote ethical practices, ensure fair treatment, provide a safe and inclusive workplace, prevent discrimination and exploitation, and align business operations with national laws and international human rights standards.

**SCOPE:**

This Human Rights Policy applies to all employees of the organization, including permanent, temporary, contractual, and trainee staff, as well as to management, directors, suppliers, contractors, and business partners. It covers all operations, offices, and project sites of the company and guides how human rights are respected throughout our business activities and value chain.

**HUMAN RIGHT COMMITMENTS:**

Lee Pharma is committed to respecting and protecting human rights by ensuring fair, safe, and non-discriminatory working conditions across our operations and supply chain.

**Employee Health & Safety**

We are dedicated to providing all workers with a clean, healthy and safe working environment. We maintain an occupational health and safety management system to achieve greater protection, where appropriate. It is our policy to comply with applicable regulatory requirements, reduce health and safety risks, and strive to achieve zero injury and incidents.

**Working hours, wages and social benefits**

- All employment must be in full compliance with all applicable laws and apply international standards where laws are less stringent, including working hours, overtime hours, minimum wage, overtime pay, and legally mandated benefits. Employees shall be allowed at least one day off for each seven working days.
- Lee Pharma is committed to providing a living wage to all categories of employees, ensuring a decent standard of living. This commitment will be sustained by conducting a living wage assessment once every three years.

**Equal Employment Opportunity**

Lee Pharma is an equal opportunity employer. We provide equal employment opportunities to all individuals, regardless of their race, colour, religion, national origin, sex, gender identity, sexual orientation, age, disability, genetic information, marital status, pregnancy, veteran status, or any other legally protected characteristic. All employment decisions, including but not limited to recruitment, hiring, promotions, transfers, training opportunities, and terminations, will be based on qualifications, merit, and business needs.

Lee Pharmais committed to providing a workplace free from discrimination and harassment, ensuring equal opportunity and fair treatment for all employees and stakeholders. Any form of discrimination, bullying, or harassment, including sexual harassment or conduct that creates an intimidating or hostile work environment, is strictly prohibited. All concerns will be addressed promptly and confidentially, and retaliation against individuals who report issues in good faith will not be tolerated.

**Social Dialogue**

Lee Pharma promotes a culture of transparent communication and constructive engagement by encouraging open dialogue between employees and management, respecting employees' rights to freedom of association and collective representation in accordance with local laws, and addressing workplace concerns through fair and effective communication channels.

**Career Management & Training**

We are committed to providing opportunities for career development and training. Employees are encouraged to participate in skill-building programs that support personal growth, career advancement, and enhance their performance. Lee Pharma invests in continuous learning and development, ensuring that all employees have access to the necessary tools and resources for success.

**Child Labor, Forced Labor & Human Trafficking**

- Lee Pharma strictly prohibits the use of child labour in any form within our operations and supply chain.
- We are committed to adhering to international conventions and local laws concerning the protection of children's rights and the prevention of child exploitation.

- We do not tolerate forced labour, human trafficking, or any form of involuntary servitude. We ensure that employment is freely chosen, and all workers have the right to voluntarily leave employment with appropriate notice.
- We adhere to all relevant local, national, and international laws and conventions regarding child labour, including the International Labour Organization (ILO) conventions, the United Nations Convention on the Rights of the Child (CRC), and applicable national regulations.
- In the event that child labour is detected, immediate corrective actions will be taken. This may include removing the child from the workplace, ensuring their access to education and support services, and addressing the root cause of the violation. We will work with local authorities and social services to ensure the child's welfare is prioritized.

**Value Chain Responsibility**

We expect all suppliers to uphold these same values and comply with our supplier code of conduct. All suppliers shall follow up on the above request and implement practices under an effective mechanism. Suppliers shall pursue actions to identify, monitor, and mitigate any adverse impact along the value chain.

**Compliance Related to Policies**

The Lee Pharma Human Right Policy is governed by a procedure that demands full compliance. Compliance with this policy will be reported to the Board of Directors annually. Daily practices and regular monitoring are implemented by each site through various modes. Grievance and remedy processes will take place on a continuous basis. Concerns from employees, partners, suppliers, and contractors can be communicated through various channels anonymously. Appropriate documents and records should be maintained to ensure compliance. To ensure the effectiveness of the policy, principles are reviewed annually and updated as needed. Training will be provided accordingly to employees and relevant stakeholders.

**Grievance and Remedy Procedure:**

We have put in place a formal grievance channel to enable anyone, including employees, Lee pharma suppliers, and other external stakeholders, to report human rights concerns. We will promptly investigate allegations and pursue action to mitigate any adverse human rights impact. Lee Pharma does not tolerate retaliation against anyone who in good faith reports possible violations of laws, the Lee Pharma Code of Conduct, or other company policies or procedures.

**Targets:**

Lee Pharma has established quantitative targets aligned with its five-year maturity model to support the continual improvement of its Human Rights Management System. To ensure consistency in performance measurement, a **common baseline year (FY-26)** and **target year (FY-31)** are applied across all targets. Where a target follows a different timeline, the applicable baseline year and target year will be specified for that target.

| Topic | Qualitative Targets |
|---|---|
| Employee Health & Safety | • Lee Pharma commits to achieving zero lost-time injuries (LTIR), occupational illnesses, and Zero Total Recordable Incident Rate (TRIR) by ensuring the protection of employee health and safety as a core human right |
| Working Hours, Wages and Social Benefits | • A fair compensation structure is maintained, aligned with living wage benchmarks, ensuring that 100% of direct and indirect employees receive adequate wages as per living wage assessment benchmark. |
| Social Dialogue | • Continue implementing standing orders agreements by bi-annually at all applicable sites of Lee Pharma, respecting freedom of association and collective bargaining rights of employees. |
| Career Management & Training | • Achieve 30 hours skill development training per employees and per year. |
| Equal opportunity | • Achieve 25% gender diversity in our workforce.<br>• Ensure 100% employee coverage through training on harassment, discrimination, and the POSH (Prevention of Sexual Harassment) policy. |
| Child Labor, Forced Labor & Human Trafficking | • Maintain zero tolerance across operations and suppliers.<br>• 100% compliance to child labour and forced labour policy |

## RESPONSIBILITY IMPLEMENTATION

Lee Pharma assigns responsibility for implementing Labour and Human Rights policies to designated management personnel, who monitor performance and propose annual objectives and progress updates to the Board of Directors to ensure effective governance and continuous improvement.

## ACCOUNTABILITY:

The responsibility for upholding this policy lies with all levels of management and employees within Lee Pharma. Violations of this policy will not be tolerated and will result in disciplinary actions, which may include termination of employment and legal actions, if applicable.

## POLICY REVIEW

This policy will be reviewed periodically to ensure its continued relevance, effectiveness, and compliance with applicable legal and organizational requirements. Employees are expected to comply with the latest version of this policy. At a minimum, this policy shall be reviewed once every five (5) years.

## Annexure-01
## EMPLOYEE ACKNOWLEDGEMENT

To
Head HR

Name: I _____, (Employee No. _____ ) I hereby confirm that I have received, read and understood the Human Rights Policy of the Lee pharma. I agree to comply with the principles outlined in this policy and uphold human rights standards in all business activities.

Date: _
Signature: ___