# SMART

#### **SMART GROUP OF COMPANIES**

Compliance/1/005

Effective Date : 12/06/2015 Issue Date : 12/06//2015

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### **HUMAN RIGHTS POLICY**

#### **OUR COMMITMENT**

SMART's commitment to respecting human rights is all employees' responsibility to wherever we operate. This policy is adopted in SMART's working culture, our Quality Management System, our Environment Management System and our Code of Ethics.

We have a responsibility to respect human rights, and can also play a positive role in the communities where we work. We treat all our employees with respect, dignity and promote diversity in the workplace. Also, we protect personnel, assets and provide a secure environment in which business operations may be successfully conducted. Set clear accountability for line manager to communicate this policy to their respective subordinates, supplier and contractor and implement the policy, support and review. We support the principle of the Universal Declaration of Human Rights and Myanmar National Human Rights Commission.

SMART's Human Rights Policy issue in five areas relevant to our business. Key elements are as follows:

**EQUAL OPPORTUNITY:** We are most valuable resources and are essential to its success. All of our employees are expected to treat each other professionally, based on mutual respect, trust and individual value. We shall provide equal employment opportunities and equal employment related decisions for hiring, evaluation, promotion, training, development, discipline, compensation and termination. We are to treat all job applications and employees without illegal bias. No one at SMART should ever be subject to illegal discrimination on the basis of age, race, gender, language, religion, national or social origin and disability or the receipt of public assistance. All employees should understand the value of diversity and never discriminate.

**HARASSMENT**: We are firmly committed to providing equal opportunity in all aspects of employment and business relations. We will not tolerate any illegal discrimination or harassment of any kind. All employees, officers and managers should respect the rights and cultural differences of other individuals. SMART is dedicated to treating all employees with honestly, fairness and respect. Never make inappropriate jokes or comments. If you are confronted with harassment, you should report your concern to your supervisor.



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**EMPLOYMENT:** We focus the freedom of choice of employment and the fullest opportunity for each worker depending their qualification and skill. All SMART employees have the right to equal treatment and employment without discrimination because of age, race, gender, language, religion, national or social origin and disability or the receipt of public assistance. In this section, we comply the Article 23 of Universal Declaration of Human Rights.

(Everyone has the right to work, to free choice of employment, to just and favorable conditions of work and to protection against unemployment. Everyone without any discrimination has the right to equal pay for equal work. Everyone who works has the right to just and favorable remuneration ensuring for himself and his family an existence worthy of human dignity and supplemented, if necessary, by other means of social protection.)

Freedom from forced labour and child labour is a moral imperative. Forces labour a serious violation of a fundament human right, it is a leading cause of poverty and a hindrance to economic development. We prohibit the employing of child labour and forcing labour where we operate.

The fundamental principle of freedom of association and the right to collective bargaining is a reflection of human dignity. It guarantees the ability of workers and employers to join and act together to defend not only their economic interest but also civil liberties such as the right to life, security, integrity and personal and collective freedom. We support and practices the International Labour Organization 's principle where we operate.

**COMMUNITY:** We protect and respect community where we work and appreciate diversity in the work place. We also respect local custom and culture in operation environment. We have responsible to help the community we live and taking social responsibilities will boost the moral of the employee.

**SUPPLIER AND CONTRACTOR**: We evaluate and select supplier and contractor based on SMART's Human Rights, Conduct of Conduct (Supplier), Quality and Food Safety Management System. Compliance Team will conduct regular monitoring and analyzing supplier/vendor's performance. We ensure that our supplier and contractor comply the laws and regulations in the workplace and conduct their business ethically and responsibly.





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### **HUMAN RIGHTS POLICY**

#### **VIOLATION OF HUMAN RIGHTS POLICY**

#### (a) Reporting violations of the Human Rights Policy

It is the responsibility of everyone to ensure that standards of conduct are implemented and maintained, and any employee or other person who wishes to report a violation of policy should report such violation to the **SMART Ethical Committee.** 

The reporter should address by:

#### **SMART Ethical Committee**

City Bank Building , 5<sup>th</sup> Floor , Banyardala Road , Myingalar Taung Nyunt Township, Yangon , Myanmar +95-1-701593 ethicalofficer@smartmyanmargroup.com

# (b) Consequences

Violation may result the dismissal of staff from SMART. In certain circumstances, violators of the Human Right Policy may also be violators of legislation which should result in other sanctions as dictated by law of Myanmar National Human Rights Commission (MNHRC).

Kyaw Kyaw Hlaing Chairman

K.K. Mang

**SMART Group of Companies** 

