

Labour Rights Policy

1. Introduction and Purpose

Employee engagement, human rights and worker health and wellness is core to the long-term success of SANWA's business. SANWA strive for a sustainable workforce that is stable, and committed to the success of the Company, its goals and objectives. We respect the rights of our employees across all operations in which SANWA is engaged. This is achieved by compliance with the International Bill of Human Rights, the International Labour Organisation Fundamental Principles and Rights at work, and all Australian Government Acts and Regulations concerning labour rights.

SANWA is committed to ensuring all employees are subject to fair working practices, and are treated with respect. This is achieved by the implementation of this policy.

2. Requirements

1. Non-Discrimination

SANWA does not accept any form of discrimination on the basis of colour, gender, language, religion, political opinion, caste, age, disability, distinguishing characteristics or union affiliation. Employment related decisions, including hiring, promotion, retirement and termination shall be based on relevant and objective criteria.

2. Forced Labour

SANWA prohibits any form of forced labour. This includes slave labour, bonded labour and human trafficking. All employees shall be free to move around freely, and leave their work-place during breaks, and when their workday ends.

3. Child Labour

SANWA does not condone the hiring of child labour in any circumstances. The minimum age for full time employment shall be consistent with the legal minimum age for employment. Payment and entitlements shall be consistent with the terms of employment, including minimum wage requirements and any other Laws or Regulations that apply. SANWA will refrain from hiring workers under the age of 18 for employment where hazardous work is performed.

4. Freedom of Association

SANWA respects the rights of employees to form, join or not join a labour union or any other such organisation of their choice. Employees may bargain collectively in support of mutual interests without fear of punitive actions including intimidation, or termination of employment

5. Harassment

SANWA shall protect employees from any acts of physical, verbal, sexual or psychological harassment or threats in the workplace by either their fellow employees or Managers

SANWA

6. Working Hours, Benefits and Wages

SANWA shall ensure it adheres to all applicable laws and industry standards relating to wages, working hours, overtime, and other benefits. SANWA will develop employee skills and capabilities and provide opportunities for career advancement where possible. In the event of the need for termination, SANWA will meet or exceed the applicable laws and industry standards.

7. Leave

Employees of SANWA shall be granted the right to leave entitlements, including annual leave, sick leave, compassionate leave, parental leave and Long Service leave. Employees who take parental leave shall not face dismissal, or the threat of dismissal when taking this leave, and, subject to business conditions, shall be able to return to their former employment, or in an equivalent position on comparable terms of employment.

8. Employee Contract/Letter of Offer

All SANWA employees shall be provided with a written Contract or Letter of Offer before commencement of employment with SANWA. This Contract or Letter of Offer shall identify all conditions of employment, and will form a legal and binding agreement between both parties.

3. SCOPE

This policy shall apply to all Managers and employees of SANWA. Should there be differences between this policy and National Laws, Acts or Regulations, the more stringent requirements shall apply.

4. Responsibilities

All Managers at SANWA are responsible for ensuring Labour Rights are adhered to. Any incidents or reports of breaches of this policy are to be reported to Senior Management immediately.

Authorised by



David Roberts
Director / General Manager
Sanwa Pty Ltd
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SANWA