



Policy Owner: Head of HR Services

Issue Date: March 2016

Owner Division: Human Resources

Policy Name: Human Rights Policy

Policy Overview

Speedy is committed to treating its employees with respect and dignity. To this end, Speedy is committed to support and uphold the provision of basic human rights and eliminate any discriminatory practices. Speedy respects the dignity of all persons, and seeks to enable all employees to work their best by accepting and valuing different talents, experiences and backgrounds of all employees.

Scope

Speedy's Human Rights Policy emphasises our commitment to basic human rights in the way we do business. The policy supports employees in creating and maintaining a work culture which prohibits forced labour and the provision of equal human rights to all persons. The policy provides for maintaining an environment which fosters an open and direct communication between managers and employees as the most effective way to work together and resolve differences, and respects its employees' rights to participate in collective bargaining via unions should they choose.

The Policy applies to all Speedy employees. Speedy expects any parties who do business with us to conduct business in ways that reflect the principles of our Policy.

Policy Requirements

Speedy is committed to maintaining a work environment that respects and supports the provision of basic human rights of all its employees around the world, regardless of which country they work, to the extent permitted by law.

- Speedy prohibits any forms of child labour
- Speedy prohibits forced or compulsory working for any employees particularly around over time, Sunday working or hours related to religious belief and excessive hours
- Speedy will provide working environments which are healthy and safe free of harsh or inhumane treatment
- Speedy acknowledges employees may wish to participate in union arrangements should they choose
- Speedy promotes and protects the full and equal enjoyment of human rights by all persons with discrimination of all types being prohibited

Child Labour Restrictions

Speedy prohibits any form of child labour. When employing employees under the age of 18, managers must carry out the relevant young worker's risk assessments and adhere to the legally required limitations on working hours and tasks carried out by these individuals. Any work carried out should not hamper the child's education, health, safety and mental or physical development.

Equality

Speedy employees are required to uphold the elimination of discriminatory practices in the workplace as outlined in our Equal Opportunities Policy. Speedy will create a positive experience for all employees offering participation, equity and accessibility.

- All employees are expected to treat each other with dignity and respect
- Foster free, direct and open communication among all employees
- Raise awareness of any behaviours or business situations involving Speedy which may compromise the Company's values around provision of basic human rights
- Report potential violations of Policy directly to the person involved, or if not comfortable, report such concerns to his or her manager or HR.



Guidance and Reporting for Employees

Speedy creates workplaces in which open and honest communications among all employees are valued and respected. The Company is committed to following all applicable labour and employment laws wherever we operate.

If you believe that a conflict arises between the customs and practices of the place where you work, if you have questions about this policy or if you would like to report a potential violation of this policy, you should raise those questions and concerns through existing processes; whistleblowing or grievance, which make every effort to maintain confidentiality. You may ask questions or report potential violations to local Management, Human Resources or Legal Department. No reprisal or retaliatory action will be taken against any employee for raising concerns under this policy. The Company is committed to investigating, addressing and responding to the concerns of employees and to taking appropriate corrective action in response to any violation.