

HUMAN RIGHTS POLICY AS PER UNGP PRINCIPLES

Navrattan Enterprises, G-1/12, EPIP, Sitapura Industrial Area, Jaipur-302022 has the responsibility to respect human rights refers to internationally recognized human rights – understood, at a minimum, as those expressed in the International Bill of Human Rights and the principles concerning fundamental rights set out in the International Labour Organization's Declaration on Fundamental Principles and Rights at Work.

Navrattan Enterprises is committed to

- a) avoid causing or contributing to adverse human rights impacts through our own activities, and address such impacts when they occur;
- b) Seek to prevent or mitigate adverse human rights impacts that are directly linked to our operations, products or services by our business relationships, even if they have not contributed to those impacts.

In order to meet our responsibility to respect human rights, we have in place policies and processes including:

- a) A policy commitment to meet responsibility to respect human rights;
- b) A human rights due diligence process to identify, prevent, mitigate and account for how they address impacts on human rights;
- c) Processes to enable the remediation of any adverse human rights impacts they cause or to which they contribute.

As the basis for embedding our responsibility to respect human rights, we express our commitment to meet this responsibility through a statement of policy that:

- a) Is approved at the most senior level of the management;
- b) Is informed by relevant internal and/or external expertise;
- c) Stipulates the enterprise's human rights expectations of personnel, business partners and other parties directly linked to our operations, products or services;
- d) It is publicly available and communicated internally and externally to all personnel, business partners and other relevant parties;
- e) Is reflected in operational policies and procedures necessary to embed it throughout the business enterprise.

For Navrattan Enterprises



In order to gauge human rights risks, we identify and assess any actual or potential adverse human rights impacts with which they may be involved either through our own activities or as a result of our business relationships.

This process should:

- a) Draw on internal human rights expertise;
- b) Involve meaningful consultation with potentially affected groups and other relevant stakeholders, as appropriate to the size of the business enterprise and the nature and context of the operation

In order to prevent and mitigate adverse human rights impacts, **Navrattan Enterprises** integrate the findings from our impact assessments across relevant internal functions and processes, and take appropriate action.

- a) Effective integration requires that: (i) Responsibility for addressing such impacts is assigned to the appropriate level and function within the business enterprise; (ii) Internal decision-making, budget allocations and oversight processes enable effective responses to such impacts.
- b) Appropriate action will vary according to: (i) Whether the business enterprise causes or contributes to an adverse impact, or whether it is involved solely because the impact is directly linked to its operations, products or services by a business relationship; (ii) The extent of its leverage in addressing the adverse impact.

In order to verify whether adverse human rights impacts are being addressed, **Navrattan Enterprises** track the effectiveness of their response. Tracking should:

- a) Be based on appropriate qualitative and quantitative indicators;
- b) Draw on feedback from both internal and external sources, including affected stakeholders.

In order to account for how address human rights impacts, **Navrattan Enterprises** prepared to communicate this externally, particularly when concerns are raised by or on behalf of affected stakeholders. In all instances, communications should:

- a) Be of a form and frequency that reflect human rights impacts and that are accessible to its intended audiences;
- b) Provide information that is sufficient to evaluate the adequacy of **Navrattan Enterprises** response to the particular human rights impact involved;
- c) In turn not pose risks to affected stakeholders, personnel or to legitimate requirements of commercial confidentiality.

for Navrattan Enterprises


Partner

In all contexts, **Navrattan Enterprises** Comply with all applicable laws and respect internationally recognized human rights, wherever they operate;

- a) Seek ways to honour the principles of internationally recognized human rights when faced with conflicting requirements;
- b) Treat the risk of causing or contributing to gross human rights abuses as a legal compliance issue wherever they operate.

Navrattan Enterprises has established a grievance procedure to hear concerns about human right violation or any other unethical trade practice within company or supply chain.

The compliance officer Mr. Vishal Agarwal shall be responsible for implementing and reviewing this procedure. Human Right violation related concerns can be raised by interested parties via email to:

vishal@navrattan.in

This Policy is Endorsed by following person as Proprietor of this company.

Effective Date: 01/04/2022

For Navrattan Enterprises



Partner

GENERAL HUMAN RIGHTS

Navrattan Enterprises has a policy to reserve & support the rights of their workers as a human being, to maintain this motto we have several policies for good implementation & following policies are good examples of that.

1. We protect the discrimination in our organization, we have separate policy for this.
2. We are not taking forced labour in our organization; people can move from our organization on their choice. We are not supporting human trafficking in any form & if found any matter in this concern, immediately nearest police will be informed.
3. We respect the women rights & their requirement for privacy, so we have separate policy for that & we provide separate toilets for their convenience & privacy.
4. We are not suggesting our female worker for pregnancy test during or before hiring.
5. We are providing more than living or minimum wages to our workers for maintain their good life style.
6. We support the right of freedom of association & workers can choose their own representative through democratic manner & formed Works Committee, this committee represent worker's problems & suggestions before management.
7. We are providing potable water to all worker free of cost for their good health.
8. We provide Lunch/dining area for taking lunch in a good manner.
9. Cleanliness of workplace maintain regularly; they preserve their right of work in a good & Safe workplace.
10. We provide free of cost PPE to all concern workers during work to protect accident.
11. We have policy to provide equal remuneration for equal working.
12. Workers can freely move within organization.
13. Workers can refuse or accept overtime working on their choice, only voluntary overtime allowed, no forced overtime.
14. We are not taking bond from any employees, to reserve their right to choose any job anywhere.

We expect from our suppliers, customers & all stakeholders that they should follow above requirements.

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Effective Date: 01/04/2022

for Navrattan Enterprises

Partner