



## POLICY

### **“HUMAN RIGHTS POLICY”**

#### **Objective**

The objective of this policy is to minimize the risk of infringing on human rights by establishing principles that enable the identification, prevention, mitigation, and remediation of potential negative impacts.

Human rights constitute those fundamental rights, freedoms, and standards of conduct and treatment to which all individuals are entitled. Additionally, Industria Nacional de Detergentes S.A. de C.V. aligns this policy with its code of ethics, internal labor regulations, collective bargaining agreement, anti-discrimination policy, complaint and suggestion box policy, as well as the nine principles of the Ethical Trading Initiative (ETI) Base Code.

#### **Scope**

Industria Nacional de Detergentes S.A. de C.V. understands that companies and organizations, both in the public and private sectors, must commit to respecting human rights. Therefore, it commits to respecting these rights in all its activities, applying them not only to the employees within the organization but also to customers, suppliers, and the communities surrounding its facilities.

#### **Principles and Commitments to Human Rights**

At Industria Nacional de Detergentes S.A. de C.V., we commit to upholding the following human rights principles and aim not to be complicit, in any way, in the violation of these rights.

##### **1. Employment is Freely Chosen**

- 1.1.1 There shall be no forced or involuntary labor.
- 1.1.2 Workers will not be required to lodge "deposits" or original identity documents with the employer and will be free to leave their employment with reasonable notice.



## 2. **Freedom of Association and Collective Bargaining**

- 2.1.1 Workers, without distinction, have the right to join or form trade unions of their own choosing and to bargain collectively.
- 2.1.2 Employers will adopt an open attitude towards trade union activities and their organizational efforts.
- 2.1.3 Worker representatives will not be discriminated against and will be allowed to carry out their representative functions in the workplace.
- 2.1.4 Where the law restricts the right to freedom of association and collective bargaining, the employer will facilitate and not hinder the development of parallel means for association and negotiation.

## 3. **Working Conditions are Safe and Hygienic**

- 3.1 A safe and hygienic working environment will be provided, taking into account prevailing industry knowledge and any specific hazards.

## 4. **No Child Labor is Used**

- 4.1 Child labor will not be employed.

## 5. **A Living Wage is Paid**

- 5.1 Wages and benefits paid for a standard workweek shall meet, at a minimum, national legal standards or industry benchmarks, whichever is higher.

## 6. **Working Hours Are Not Excessive**

- 6.1 Working hours shall comply with national laws.

## 7. **No Discrimination**

- 7.1 There shall be no discrimination in hiring, compensation, access to training, promotion, termination, or retirement based on race, caste, nationality, religion, age, disability, gender, marital status, sexual orientation, union membership, or political affiliation.

## 8. **Regular Employment**

- 8.1 Work performed must be based on recognized employment relationships.



## 9. **No Harsh or Inhumane Treatment**

- 9.1 Physical abuse, the threat of physical abuse, sexual harassment, verbal abuse, or other forms of intimidation are prohibited.

## **Compliance with this Policy and its Commitments**

Industria Nacional de Detergentes S.A. de C.V. will publish this policy to ensure its content is known and compliance can be assessed by various stakeholders.

### 1. **Alignment with the Code of Ethics**

- 1.1 The code of ethics is mandatory for all individuals at all levels within the organization.

### 2. **Internal Labor Regulations**

- 2.1 Compliance with internal labor regulations is mandatory for all employees and serves as a guide for workplace conduct.

### 3. **Anti-Discrimination Policy**

- 3.1 All employees agree to respect and implement the anti-discrimination policy.

### 4. **Complaint and Suggestion Box Policy**

- 4.1 Employees must report any potential non-compliance with this policy. Complaints can be submitted anonymously if desired.

Industria Nacional de Detergentes S.A. de C.V. provides an ethical channel, the "complaint and suggestion box" or the email [quejas@indesa.com.mx](mailto:quejas@indesa.com.mx), to receive notifications regarding irregular conduct or activities.

## **Armando Callejas Olguín**

Process, Administrative, and Systems Manager

May 2020