



JHR GENERAL SUPPLIER COMPANY LIMITED

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Forced and Child Labor Policy and Procedures 2025

JHR General Supplier Company Limited

1. Policy Statement

JHR General Supplier Company Limited is committed to upholding the highest standards of human rights, including the **absolute prohibition of forced labor and child labor** in any part of our business operations or supply chain.

We support and align with:

- The **Universal Declaration of Human Rights (UDHR)**
- The **International Labor Organization (ILO) Conventions**:
 - Convention No. 29 & 105 (Forced Labor)
 - Convention No. 138 (Minimum Age)
 - Convention No. 182 (Worst Forms of Child Labor)
- The **UN Guiding Principles on Business and Human Rights**
- Applicable **national labor laws** in all jurisdictions where we operate

2. Purpose

The purpose of this policy is to:

- Clearly define JHR's zero-tolerance approach to forced and child labour
- Outline procedures to prevent, identify, and respond to any cases of labor rights violations
- Ensure ethical labor practices across all operations, projects, and supplier relationships
- Promote awareness and accountability among all employees and partner

3. Scope

This policy applies to:

- All employees of JHR General Supplier Company Limited (permanent, temporary, and contract)
- All suppliers, subcontractors, agents, consultants, and third-party partners
- All jurisdictions where JHR operates, regardless of local norms or practice

4. Definitions

a. Child Labour

Work that deprives children of their childhood, education, or is mentally, physically, socially, or morally dangerous and harmful.

Minimum working age: **15 years old** (or higher if local law requires it).

b. Forced Labour

All work or service which is exacted from any person under the threat of penalty and for which the person has not offered themselves voluntarily. This includes:

- Bonded labor
- Debt bondage
- Involuntary prison labor
- Human trafficking
- Withholding of identification documents

5. Policy Provisions

a. Zero Tolerance

JHR prohibits all forms of:

- Child labor
- Forced or compulsory labor
- Human trafficking
- Involuntary or bonded labor

b. Hiring Practices

- JHR will verify age and identity of all employees through official documentation.
- No individual under the minimum legal age will be employed.
- All employment must be freely chosen with no threat of penalty.

c. Freedom of Movement

Employees must retain control over their legal documents (e.g., passports, IDs) and have the freedom to terminate employment with reasonable notice.

d. Wages and Contracts

- All workers must receive fair wages, as per applicable laws.
- Employment terms must be explained clearly, in a language they understand.
- No deductions shall be made as a disciplinary measure or to repay recruitment fees.

6. Responsibilities

Role	Responsibility
HR Department	Ensure proper hiring, age verification, and monitoring
Procurement Team	Vet suppliers for compliance with labor standards
Management	Lead ethical labor practices and ensure enforcement
Employees	Report any concerns or violations immediately

7. Supplier & Contractor Expectations

All suppliers and contractors must:

- Comply with this policy and relevant laws
- Not engage in, support, or tolerate forced or child labor
- Allow independent audits or inspections upon request
- Immediately address any violations or concerns raised

Suppliers found in violation may face termination of contracts or legal action.

8. Monitoring & Compliance Procedures

- **Regular Audits:** Internal audits and spot-checks will be conducted annually.
- **Supplier Assessments:** New suppliers will be evaluated for ethical labor practices before approval.
- **Grievance Mechanisms:** Safe, anonymous reporting channels are available to employees and stakeholders.

9. Grievance Reporting

Any employee, supplier, or third party who becomes aware of child or forced labor within JHR's operations or supply chain is encouraged to report it immediately.

✉ **Email:** jhrgeneralsupplier@gmail.com , info@jhrgeneralsupplier.co.tz , website , www.jhrgeneralsupplier.co.tz

☎ **Hotline:** 0714911453

📍 **Address:** 2310 , Morogoro , Tanzania

Whistleblowers will be protected from retaliation under our grievance policy.

10. Corrective Action Process

If a violation is identified:

1. **Immediate suspension** of the individual/supplier involved
2. **Investigation** by the HR and Compliance Team
3. **Remedial action** plan developed and implemented
4. **Termination of contract** if violation is severe or unrectified

11. Training & Awareness

- All employees and key suppliers will receive training on:
 - Human rights and labor standards
 - Prevention of child and forced labor
 - How to report violations

Training is mandatory and documented.

12. Policy Review

This policy will be reviewed **annually** or as required by legal changes or operational developments.

13. Document Control

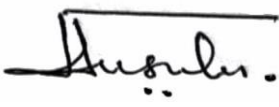
Document Title Forced and Child Labour Policy and Procedures 2025
Company JHR General Supplier Company Limited
Effective Date 01 January 2025
Approved By [Insert Name, Position]
Next Review Date 01 January 2026
Policy Owner Human Resources / Compliance Department

14. Acknowledgment

All employees and relevant suppliers must sign this acknowledgment form confirming they understand and will comply with the policy.

Name: YASSIN YUSSUF MASHUUBU

Position/Company: CHAIRMAN OF BOARD OF DIRECTORS

Signature: 

Date: 01/01/2026