



Labor Policy

Brunk is committed to the following labor objectives and will perform a periodic assessment to assess achievement of these objectives. Brunk will further conduct periodic self-evaluations and maintain appropriate documents and records.

- ***Freely Chosen Employment***

Forced, bonded, or indentured labor, involuntary prison labor, and slavery or trafficking of persons, shall not be used. This includes transporting, harboring, recruiting, transferring or receiving vulnerable persons by means of threat, force, coercion, abduction or fraud for the purpose of exploitation. All work must be voluntary and workers shall be free to terminate their employment. Workers must not be required to surrender any government-issued identification, passports, or work permits as a condition of employment. Excessive fees are unacceptable and all fees charged to workers must be disclosed.

- ***Child Labor Avoidance***

Child labor is not to be used in any stage of manufacturing. The term "child" refers to any person under the age for completing compulsory education or under the minimum age for employment in the country. The use of legitimate workplace apprenticeship programs, which comply with all laws and regulations, is supported. Workers under the age of 18 shall not perform work that is likely to jeopardize their health or safety.

- ***Working Hours***

Continuous overtime causes worker strain that may lead to reduced productivity, increased turnover and increased injury and illnesses. Brunk will monitor overtime and rest day utilization and take appropriate action to address instances deemed excessive.

- ***Wages and Benefits***

Compensation paid to workers shall comply with all applicable wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits. In compliance with local laws, workers shall be compensated for overtime at pay rates greater than regular hourly rates.



Deductions from wages as a disciplinary measure shall not be permitted. The basis on which workers are being paid is to be provided.

- ***Humane Treatment***

There is to be no harsh and inhumane treatment, including any sexual harassment, sexual abuse, corporal punishment, mental or physical coercion or verbal abuse of workers. Disciplinary policies and procedures in support of these requirements shall be clearly defined and communicated.

- ***Non-Discrimination***

Brunk is committed to a workforce free of harassment and unlawful discrimination. Companies shall not engage in discrimination based on race, color, age, gender, sexual orientation, ethnicity, disability, pregnancy, religion, political affiliation, union membership or marital status in hiring and in employment practices such as promotions, rewards, and access to training. In addition, workers or potential workers should not be subjected to medical tests that could be used in a discriminatory way.

- ***Freedom of Association***

Open communication and direct engagement between workers and management are the most effective ways to resolve workplace issues. Workers shall be able to openly communicate and share grievances with management regarding working conditions and management practices without fear of reprisal, intimidation or harassment.