

TAYOPACK Inspired by Zealous

CHILD LABOUR POLICY



Effective Date: July 2025
Latest Amendment: March 2026

TAYOPACK SDN BHD

CHILD LABOUR POLICY

1. Policy Statement

Tayopack Sdn Bhd (“Tayopack” or “the Company”) is committed to conducting its business in an ethical, responsible, and lawful manner and strictly prohibits the use of child labour in any part of its operations.

The Company adopts a **zero-tolerance approach** towards child labour and shall ensure that no person below the legally permitted minimum working age is employed, engaged, or contracted to perform work within the Company’s premises or operations.

Tayopack is committed to protecting the rights, welfare, education, health, safety, and development of children and young persons in accordance with applicable Malaysian laws, international labour standards, and responsible business practices.

2. Scope

This policy applies to all employees, directors, management, contractors, suppliers, subcontractors, service providers, labour agencies, and any third parties performing work or services on behalf of Tayopack Sdn Bhd.

This policy covers all Company operations including production, printing, lamination, warehouse, logistics, maintenance, administration, and any outsourced activities related to the Company’s business.

3. Definition of Child Labour

For the purpose of this policy, **Child Labour** refers to the employment, engagement, or use of any person below the minimum legal age permitted under Malaysian law.

In accordance with the **Children and Young Persons (Employment) Act 1966 (Act 350)**, a **child** means a person **under fifteen (15) years of age**, while a **young person** means a person who is **fifteen (15) years old and above but below eighteen (18) years old**.

The Company strictly prohibits the employment of any child **below the age of 15 years** in any work, labour, or operational activity.

Where permitted by law, light work may only be allowed for persons aged 13 to below 15 years, subject to strict legal requirements, provided that such work is not harmful to their physical or mental health and does not interfere with school attendance or education.

For young persons aged 15 to below 18 years, employment is only permitted where the work is lawful, non-hazardous, properly supervised, and does not expose them to dangerous machinery, chemicals, solvents, heavy lifting, or any work environment that may endanger their safety, health, or moral development.

As Tayopack operates in manufacturing, printing, and lamination processes involving machinery and chemicals, the Company shall ensure that no child or young person is assigned to hazardous tasks unless specifically permitted under the law and under controlled training conditions.

4. Company Commitment

Tayopack is committed to ensuring that no child labour exists within its operations.

The Company shall implement proper recruitment controls, including verification of identity documents, date of birth, and legal working age prior to employment.

All hiring and onboarding activities shall comply with applicable Malaysian labour laws and internal human resource procedures.

5. Supplier and Contractor Responsibility

All suppliers, contractors, subcontractors, labour agencies, and business partners are required to comply with this policy and all applicable child labour laws.

Tayopack reserves the right to conduct verification, monitoring, and audit activities to ensure compliance throughout its supply chain.

Any party found to be employing child labour may be subject to corrective action, suspension, or termination of business relationship.

6. Reporting and Corrective Action

Any employee, contractor, or stakeholder who becomes aware of any suspected child labour practices must report the matter immediately to Management or Human Resources.

Upon receiving such report, the Company shall conduct an immediate investigation and take prompt corrective action.

Where a child labour case is identified, Tayopack shall ensure that the child is removed from work in a responsible and ethical manner with full consideration for the child's welfare, education, safety, and future development.

7. Compliance and Monitoring

The Company shall regularly review recruitment procedures, employee records, supplier compliance, and operational controls to ensure continued compliance with this policy.

Management is responsible for the effective implementation, monitoring, and continuous improvement of this policy.

8. References

This policy is established with reference to the following laws and standards:

- **Children and Young Persons (Employment) Act 1966 (Act 350)**
- **Employment Act 1955**
- **ILO Conventions on Child Labour and Minimum Age Standards**
- **SIRIM 55:2023 – ESG Management System Requirements**
- **Company Code of Conduct and Ethics**