

1.0 Forced Labour and Child Labour

1.1 PURPOSE

Leen Energy Supply is committed to upholding human rights and ethical labour practices in all aspects of our operation. The purpose of this policy is to uphold the fundamental rights and well-being of children and individuals within the Canadian workforce. It aims to prohibit and eradicate all forms of child labor and forced labor, in compliance with Canadian laws.

1.2 SCOPE

This policy applies to all employees and product suppliers

1.3 DEFINITIONS

- **Child Labor:** Any form of work or employment undertaken by individuals under the age of 18, which deprives them of their childhood, potential, dignity, and is harmful to their physical and mental development.
- **Forced Labor:** Any work or service exacted from an individual under the threat of penalty, coercion, or restriction on their freedom, where the individual has not voluntarily offered themselves for the work.
- **Canadian Laws:** Refers to all federal, provincial, and territorial legislation, regulations, and standards pertaining to labor, human rights, and child protection.

1.4 PROHIBITIONS

Leen Energy Supply strictly prohibits the use of forced labor and child labor in all operations. We do not hire anyone under the age of 18, government photo ID must be given at the time of hiring.

*Exception night office cleaning staff minimum 16 yrs. old at time of hire, with parental consent.

1.5 COMPLIANCE AND VIOLATIONS

Violations of this policy will result in disciplinary action, termination of contracts, legal proceedings, and penalties as prescribed by law. Anyone found to be in breach of child labor or forced labor laws may face fines, sanctions, and other regulatory action.

1.6 PRINCIPALS

- **Non-Discrimination:** All individuals shall be treated equally and fairly, without discrimination based on age, gender, race, ethnicity, religion, nationality, disability, or any other characteristic protected by law.
- **Child Protection:** Children are entitled to special protection and care to ensure their physical, mental, moral, and social development. Child labor in any form is strictly prohibited.
- **Voluntary Employment:** All work must be undertaken voluntarily, without any form of coercion, threat, or undue influence.
- **Fair Compensation:** All individuals shall receive fair compensation, including wages, benefits, and working conditions, in accordance with applicable laws and industry standards.
- **Due Diligence:** Employers and entities shall exercise due diligence to prevent, identify, and address any instances of child labor or forced labor within their operations.



1.7 RESPONSIBILITIES

Management

- Are responsible for ensuring compliance with this policy and all relevant laws. They must provide a safe and healthy work environment, refrain from employing children or engaging in forced labor, and implement mechanisms for reporting and addressing violations.
- Ensure staff is aware of the

Workers

- Employees are required to adhere to this policy,
- Report any concerns or suspicions of child labor or forced labor and cooperate with investigations as necessary.
- Become familiar with the right to refuse policy and procedures.
- When placing product orders with suppliers ask for emailed verification,

1.8 PURCHASING PROCEDURE

- When placing a product order with supplier ask for email verification stating they are not partaking in forced or child labor when producing or supplying the requested product.
- If it is found that a supplier is aware of forced or child labor in the production of their products, we will find another vendor to buy products from. Until supplier can provide necessary documentation stating otherwise.
- If supplier will not provide proof of compliance, we will not purchase products from that vendor until they provide the necessary documentation stating otherwise.

1.9 WORKING CONDITIONS

We are committed to providing fair and safe working conditions for all employees this includes:

- Respecting employees' right to refuse, right to fair wages, reasonable working hours, and safe work environment.
- Prohibiting and form of harassment, discrimination, or abuse in the workplace.

1.10 TRAINING AND EDUCATION

- Forced Labour and Child Labour is communication in the new employee orientation. Re-training will be completed if program changes or reviews of incidents and inspections indicate a need.
- This policy will also be communicated one a year during a standard safety meeting.
- Employers shall communicate this policy to all employees.
- Employees also are made aware of our right to refuse policy which ties into forced labor.

1.11 RELATIONS

We at Leen Energy Supply expect all suppliers and vendors to adhere to the same standards regarding forced and child labor, ensuring they do not engage in forced labor of any kind in their operations. Vendors are required to provide written proof.



1.12 REPORTING

Individuals who become aware of any violations of this policy or suspect child labor or forced labor within any operation or supply chain are encouraged to report such concerns to their supervisor, and safety coordinator immediately and cooperate with an investigation.

1.13 CONTINUOUS IMPROVEMENT

This policy shall be reviewed periodically to ensure its effectiveness and compliance with evolving legal requirements and best practices. Amendments may be made as necessary to strengthen protections against child labor and forced labor.

1.14 CONCLUSION

By adhering to this policy, we affirm our commitment to upholding the rights and dignity of all individuals within our company and ensuring that our operations are conducted ethically, responsibly, and in accordance with Canadian laws.