

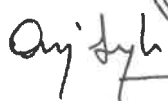




Ethical Employment and Forced Labor Policy

Document Control

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Document Title	Ethical Employment and Forced Labor Policy
Document Number	JKLU/036
Date of Issue	August 03 2019
Date Last Reviewed	August 08 2022
Applicable To	All JKLU Staff & Students (wherever applicable)

Purpose

JKLU is dedicated to ethical employment practices and protecting human rights, ensuring that every individual associated with the university works in a safe, fair, and lawful environment. The purpose of this policy is to establish a zero-tolerance approach to forced labor, modern slavery, human trafficking, and child labor in all JK Lakshmipat University (JKLU) operations and partnerships.

Objective

- To prevent forced labor, child labor, and human trafficking in all activities, partnerships, and supply chains associated with JKLU.
- To ensure adherence to the highest ethical standards, promoting respect for human rights in every facet of the university's operations and relationships.

Scope

This policy applies to all JKLU employees, students, contractors, suppliers, third-party vendors, and partners involved in any university-related activities. It governs employment practices, supply chain management, and other interactions to uphold ethical standards across the board.

Definitions

- **Forced Labor:** Work or service demanded of any individual under threat, penalty, or coercion, where the individual has not voluntarily agreed to perform the work.
- **Human Trafficking:** The recruitment, transportation, or harboring of individuals through force, fraud, or coercion for exploitative purposes, including labor or sexual exploitation.
- **Modern Slavery:** Practices that include forced labor, human trafficking, servitude, debt bondage, and other forms of exploitation.
- **Child Labor:** The employment of individuals below the minimum age required by law, or work that interferes with a child's education, health, or development.

Roles and Responsibilities

- **Human Resources (HR):** Ensures all hiring practices comply with forced labor laws, conducting regular checks to enforce policy compliance.
- **Procurement Team:** Ensures that suppliers, vendors, and contractors align with JKLU's ethical standards.



Policy Statements

- JKLU prohibits all forms of forced labor, servitude, bonded labor, and modern slavery in university activities.
- JKLU mandates that all third-party contractors, suppliers, and vendors engaged in university-related activities uphold equivalent rights for outsourced workers, ensuring fair treatment, safe working conditions, and compliance with labor standards.
- Outsourced workers should receive protections equivalent or comparable to those enjoyed by JKLU employees, including fair wages, regulated working hours, non-discrimination, and a safe, harassment-free workplace.
- JKLU's policy aligns with key Indian laws to prevent forced labor and exploitation.
- JKLU conducts regular training to raise awareness of forced labor and exploitation, ensuring all staff and stakeholders understand and uphold ethical labor standards.
- JKLU provides secure, anonymous channels for reporting concerns about forced labor or exploitation, guaranteeing protection from retaliation.

Monitoring and Improvement

- This policy is reviewed every three years to align with evolving legal requirements, feedback, and best practices.

Feedback and Improvement

- JKLU encourages feedback from employees, suppliers, and partners on the policy's effectiveness, incorporating it during annual reviews.
- Necessary adjustments are made based on feedback, audit results, and emerging ethical standards to ensure the policy remains robust and comprehensive.

Grievance and Appeal Process

- Individuals may report suspected cases of forced labor, child labor, or exploitation through confidential channels, such as email to the HR Office at hr@jkl.edu.in. In case of not receiving a suitable response from the HR Office, the registrar office can be contacted at registrar@jkl.edu.in.



Confidentiality

JKLU is committed to maintaining strict confidentiality for all parties involved in reporting, investigating, and resolving grievances related to forced labor or child labor. Information will be shared only with authorized personnel involved in the investigation, ensuring privacy and security.



