

# Human Rights Policy

Advanced Manufacturing Control Systems



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## Revision History

Revision	Originator	ECN No.	Date	Brief Description of Change
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A02	Maria Jona Anorico-Quilo	<a href="#">Sharepoint Approval</a>	24/03/2025	Updates on policy review and evaluation, training requirements, and inclusion of AMCS Contact link.

## Document Control Information

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# Summary

Our Principles and Approach highlight AMCS's commitment to respecting Human Rights everywhere we operate. Our statements on Diversity, Equality, and Inclusion (DEI) apply not only to all employees and contractors within AMCS, but also to our subsidiaries and our business relationships. These principles are anchored in supporting the rights of all our employees. Further policies that manage our stance on Human Rights are available within this document.

At AMCS, we are devoted to perpetual improvement in our performance, transparency in our actions, and the sharing of knowledge that we acquire with our stakeholders. This includes our employees, customers, suppliers, shareholders, and the communities in which we operate and thrive. For additional information on our stakeholder engagement processes, relevant policies, management systems, and performance, kindly refer to AMCS's Environmental, Social and Governance Report.

We pledge to periodically review our Principles and Approach and to make the necessary adjustments to ensure they are consistent with our commitment to ethical and sustainable business practices. Your input and engagement as stakeholders are invaluable in this continuous process of improvement and growth.

# Approach

Human rights consist of fundamental rights, freedoms, and standards of treatment to which every individual is entitled. At AMCS, our respect for human rights is embedded in our values and applies in every region where we conduct business. Our Global Human Rights Principles and Approach solidify our dedication to respecting human rights as enshrined in the International Bill of Human Rights, which includes the Universal Declaration of Human Rights (UDHR), the International Covenant on Civil and Political Rights (ICCPR), the International Covenant on Economic, Social and Cultural Rights (ICESCR), and the eight core International Labour Organization (ILO) conventions.

Our Principles and Approach align with universally recognized principles, such as the United Nations (UN) Global Compact, the UN Guiding Principles on Business and Human Rights, the Organization for Economic Co-operation and Development Guidelines for Multinational Enterprises, and the laws of the countries in which we operate.

We communicate our Principles and Approach to everyone involved with our operations, including our suppliers, and we seize every opportunity to increase awareness and educate our employees and contractors. We expect our suppliers to comply with the AMCS Code of Conduct and applicable laws and regulations, to uphold our Principles and Approach, and to adopt and implement comparable policies and practices within their operations.

AMCS is committed to maintaining and improving systems and processes to avoid causing or contributing to negative impacts on human rights in our operations, products, and supply chain. We engage with and listen to the individuals whose human rights may be affected by our operations, continuously striving to implement our Principles and Approach, and we assess our business practices to ensure alignment with respect for internationally recognized human rights.

# Principles

## **1.1 Diversity and Non- Discrimination**

AMCS values diversity. We do not discriminate based on race, color, religion, belief, political opinion, sex, national origin, ethnic origin, ancestry, age, physical or mental disability, medical condition, genetic information, military and veteran status, marital status, pregnancy, gender, gender expression, gender identity, sexual orientation or any other characteristic protected by local law, regulation, or ordinance. We provide equal employment opportunity for all employees and applicants. We expect that all AMCS employees are expected to treat co-workers, customers, and suppliers with dignity. Please refer to our [DEI Policy](#)

## **1.2 Dignity at work and anti harassment**

AMCS is committed to providing a workplace free of all forms of harassment on any grounds. We do not tolerate retaliation, including against anyone who reports a concern in good faith. All employees are expected to All AMCS employees will be expected to respect the confidentiality of any complaint, avoid irresponsible gossip and not make malicious or frivolous complaints, which could inflict unnecessary distress. Please refer to our [Dignity at work policy](#)

## **1.3 Disability Discrimination**

AMCS Group fully supports the principle of equal opportunities in employment and opposes all forms of unlawful or unfair discrimination on the grounds of disability. No applicant or employee shall receive less favourable treatment because of disability. It is in the interest of AMCS Group and those who work for it to ensure that all available human resource talents and skills are considered when employment opportunities arise. AMCS Group is committed to maintaining and managing a diverse workforce. Please refer to our [Disability Anti Discrimination](#) Policy [Equal Opportunities Policy](#)

## **1.4 Equal Opportunities**

AMCS believes that everyone has the right to be treated with dignity and respect at work. We have adopted an equal opportunities policy which commits the company to fair, unbiased and objective employment practices and a work environment which is free of harassment and victimisation. Merit, qualifications and job-related criteria are the sole basis for all selection and employment related decisions. Recruitment, training, compensation, promotion and conditions of employment are governed by the principles of equality. Please refer to our [Equal Opportunities Policy](#)

## **1.5 Whistle Blowing**

AMCS constantly strives to safeguard and act in the interest of the public and its employees. It is important to the Company that any fraud, misconduct, or wrongdoing, by employees or other agents, is reported and properly addressed. Employees are encouraged to bring to the attention of AMCS any practice or action of AMCS, its employees or other agents that are reasonably believed to be against the public interest. Please refer to our [Whistle Blowing Policy](#).

## **1.6 Workplace Safety**

AMCS recognises its obligations and duties as an employer to direct, manage and ensure, so far as is reasonably practicable, the safety, health and welfare of all employees, contractors and members of the public who may visit its premises as required under the relevant requirements based on the hosting countries regulations. We have developed a global safety statement document which outlines our commitment to Health and Safety in the workplace with the objective of protecting the Health and Safety of each person working on or visiting our premises in so far as is reasonably practicable. [Please refer to our Health and Safety Statement.](#)

## **1.7 Slavery and Human Trafficking**

AMCS is committed to freely chosen employment. We will not use or tolerate the use of forced, debt bonded, indentured or prison labor, or human trafficking in any form in our business or supply chain. We will act against such practices if identified. AMCS expects its suppliers to comply with these standard. AMCS will not use or tolerate the use of child labor. AMCS will not employ anyone under the age of 16 in any position, and workers under the age of 18 do not perform hazardous work, overtime, or nightshift work. AMCS expects its suppliers to comply with these standards Please refer to our [Policy on Anti Slavery](#)

## **1.8 Working hours and Minimum Wage Standards**

Employee hours are not to exceed the maximum set by local law or no more than 60 hours per week, whichever is stricter. Employees should not work longer than 6 consecutive days without at least one day off. AMCS expects employee compensation to comply with applicable wage laws, including those related to minimum wages, overtime hours, and legally mandated benefits. AMCS expects its suppliers to comply with these expectations.

## **1.9 Freedom of Association/Collective Bargaining**

AMCS recognizes that in many of the locations where we operate, employees have the right to freely associate or not associate with third party organizations, such as labor organizations, along with the right to bargain or not bargain collectively in accordance with local laws. AMCS respects those rights and is further committed to treating our employees with dignity and respect, and creating an environment of open communication where employees can speak with their managers about their ideas, concerns or problems, and team together to address workplace issues. We encourage our employees to share their ideas, concerns, or suggestions through an environment of cooperation and teamwork.

## **1.10 Product Responsibility**

At AMCS, we are committed to ensuring our products are utilized optimally, beneficially, and ethically. While we cannot always control the application of our technologies or the end-use by our clients, we firmly discourage any misuse of our products that could negatively affect human rights, environmental sustainability, or general welfare.

We abide by a 'High Confidence Standard' wherein we carefully assess any potential concerns regarding the misuse of our technology. If we become aware that our products are being used by a business partner in ways that contradict our commitment to ethical and sustainable practices, we will take immediate action. This may include suspending or ceasing business relationships until we gain

high confidence that our technologies are not contributing in any capacity to adverse impacts on sustainability or human rights, in line with our corporate responsibility towards a greener, ethical, and more sustainable future.

### **1.11 Responsible Development of Technology**

AMCS has always been aware of the ethical implications and human rights considerations associated with the development and deployment of our technology solutions, particularly as we innovate within the realms of Waste, Recycling & Material Resources Solutions. As we evolve our methods, principles, and tools, our commitment to responsible practices in our product use, design, and development remains unwavering. This is evident in the development of technology for waste and recycling, where we adhere to sustainable standards, regulatory compliance, and responsible management methods. For more information, refer to our Environmental, Social, and Governance (ESG) Policies.

### **1.12 Privacy and Freedom of Expression**

AMCS is firmly committed to upholding the principles of privacy and freedom of expression. We strive to protect against unauthorized access, use, destruction, modification, or disclosure of personal information and data as outlined in [AMCS's privacy policy](#).

Our policy is to not design functionalities into any of our products that could potentially enable others to compromise the security of our technologies in ways that might infringe on privacy or limit freedom of expression.

We strongly believe in the right to privacy and freedom of expression, and relentlessly ensure our products, services, and operations adhere strictly to these principles. At AMCS, we understand the trust placed in us and are committed to maintaining it by respecting and protecting the rights and data of all our stakeholders.

### **1.13 Environmental Stewardship**

AMCS fundamentally respects the human right to a safe, clean, healthy, and sustainable environment. Our commitment to environmental stewardship and sustainability is encapsulated in AMCS's Global Environmental Health and Safety Policy, Sustainability Policy, and our Code of Conduct.

We ardently support a precautionary approach to the materials used in our products - we strive for nothing less than global leadership in sustainability and environmental protection. Our objective is not only to mitigate our environmental footprint but also to empower our customers and others to do the same through our actions and technology.

We are constantly working to reduce emissions through our product stewardship and operational practices all in alignment with our environmental policies and sustainability goals. Our commitment to respect the human right to water and sustainably manage this invaluable resource is an integral part of our overall environmental strategy.

At AMCS, we recognize that climate change poses a significant environmental, economic, and social threat to our planet. As we engage in efforts to combat climate change, we are committed to integrating a human rights-respecting lens, fully aware that our actions today will dictate the quality of life of future generations.

## **1.14 Supplier Responsibility**

AMCS holds an expectation that our suppliers maintain responsible employment, environmental, health, safety and ethical practices. These practices must meet or exceed all applicable laws and relevant external guidelines such as the Business Social Compliance Initiative (BSCI), AMCS's Code of Conduct, and our Human Rights Principles and Approach, no matter where they operate.

AMCS's Responsible Sourcing Policy (currently being drafted) underlines our commitment to procuring products and supplies in an ethical and sustainable manner. We expect our suppliers to have policies in place, and to manage due diligence measures, to prevent the risk of adverse impacts within their operations and supply chains. Our webpage outlines our expectations from our suppliers, clearly illustrating our commitment to uphold ethical and sustainable business practices.

## **1.15 Fair Competition and Anti-Corruption:**

At AMCS, we are dedicated to meticulous adherence to all relevant laws and regulations in the markets we operate in. We do not tolerate violations of the law and do not support any activity that is in breach of the law, encompassing laws related to anti-competition, bribery, corruption, insider trading, and any other laws applicable to our business. Upholding the highest standard of legal and ethical conduct is an integral part of our corporate philosophy. Please refer to our [Business Ethics Policy](#)

# **Our Processes**

## **1.16 Due Diligence**

At AMCS, we conduct human rights due diligence in accordance with the UN Guiding Principles on Business and Human Rights and OECD Guidelines for Multinational Enterprises. This allows us to identify, assess, prevent, and mitigate potential negative human rights impacts associated with our operations, supply chain, and business relationships, as well as with our customers or product level. We are fully aware that our commitment to respect human rights necessitates an ongoing engagement process, involving regular interaction with all stakeholders. We continually learn and gather insights from both internal and external stakeholders and experts to help advance and shape our human rights policies and oversight processes.

We acknowledge that certain individuals may be at a higher risk of adverse human rights impacts due to their vulnerability or marginalization. This includes, among others, women, children, individuals with disabilities, migrant workers, and human rights defenders. Our commitment to human rights includes heightened attention and respect for such groups, ensuring we reduce any heightened risk within our operational sphere.

## **1.17 Grievance Mechanism**

The Company policy outlines the procedure in place for grievances caused by misunderstanding, disagreement or general dissatisfaction that may occur among staff or between the company and its employees. Full recognition is given to the significance of personal grievances, and it is our policy at AMCS that all grievances will be dealt with without undue delay and resolved at the earliest possible stage in a fair and objective manner. Please refer to our [Grievance procedure](#)

### **1.18 Remediation**

In instances where we identify that our actions have caused or contributed to a negative human rights impact, we are committed to providing for, or cooperating in, suitable remediation through legitimate processes. If we find that our operations, products, or services are directly linked to an adverse human rights impact, we are pledged to work with our business partners and suppliers to drive best practices. AMCS will always strive for a positive influence in minimizing adverse effects on human rights within our operational realm. (Disciplinary procedure see code of conduct)

### **1.19 Leadership Responsibilities**

At AMCS, we have instituted an integrated approach to ensure respect for human rights, which is embedded across our business. This includes board-level oversight and the involvement of senior-level Management Review Committees. Our firm's Human Rights program is managed by the Head of HR guided by a cross-departmental ESG Steering Committee.

This global team is tasked with developing and implementing policies and actions related to our human rights risks across all business aspects. The AMCS Board has primary responsibility for overseeing corporate responsibility—including human rights issues—at AMCS.

Management provides formal updates to the Board at least annually on the company's corporate responsibility performance and disclosure. This approach ensures a comprehensive oversight and consistent adherence to our commitment to uphold human rights across all operations.

## **Training Requirements**

Training is provided as part of mandatory induction for all employees to complete through the global online AMCS Learning portal. Training plans are assigned through the Global Online AMCS Learning Portal. Trainings are marked as complete when the module has been completed by the assignee. HR follow up any incomplete training to ensure that training is completed within the required timeframe assigned.

## **Review and Evaluation**

This policy will be reviewed annually to ensure its effectiveness and relevance. Updates will be made as needed to reflect our ongoing commitment to fostering an inclusive work environment.