

ErgoProlipsis	WORKER WELFARE POLICY		www.ergoprolipsis.gr
		Revision : 2020	

WORKER WELFARE POLICY

Ergoprolipsis is committed in supporting and protecting the health, safety, welfare and dignity of each employee on its projects. We recognize that welfare arrangements and quality facilities not only improve employees' health and well-being, but also enhance performance, efficiency, and health and safety compliance.

Ergoprolipsis is committed to establishing and maintaining high worker welfare standards for our employees and individuals working on our behalf.

We will openly share this Policy and guidance notes with subcontractors, suppliers, agents in our supply chain and with our clients, and we will encourage implementation within their supply chains.

The company is committed to comply with all applicable laws and regulatory requirements and to make every effort to continuously improve.

Moreover, Ergoprolipsis:

- ❖ Strictly prohibits human trafficking in all of our operations and in those of all subcontractors, suppliers and agents in our supply chain.
- ❖ Employees shall not be subject to any form of forced, compulsory, bonded, or indentured labor. All work must be voluntary and employees shall have the freedom to terminate their employment at any time without penalty, upon giving reasonable notice.
- ❖ Written contracts of employment shall be provided to employees clearly indicating their rights and responsibilities and conditions of employment, including wages, benefits, working hours, locations of the work, living conditions, housing and associated costs, work-related hazards, and other working and employment conditions.
- ❖ Employees must be made aware of their rights and responsibilities at the time of hire, including the terms and conditions of their employment contract, the provisions of this Code and all applicable laws and regulations of the country.
- ❖ The workplace shall be free of any form of harsh or inhumane treatment.
- ❖ Disciplinary policies and procedures shall be clearly defined and communicated to all employees and shall not include any inhumane disciplinary measures, including any corporal punishment, mental or physical coercion, or verbal abuse of employees. The use or threat of physical or sexual violence, harassment and intimidation against an employee, his or her family, or close associates is strictly prohibited. Disciplinary procedures shall not include sanctions that result in wage deductions, reductions in benefits, or compulsory labor.
- ❖ All employees, irrespective of their nationality or legal status, shall be treated fairly and equally.
- ❖ All employees shall be paid at least the minimum wage required by applicable laws, and shall be provided all legally mandated benefits. Wage payments shall be made at regular intervals and directly to employees, in accordance with applicable law, if any, and shall not be delayed, deferred, or withheld.
- ❖ Information shall be provided to employees at the time of their hire about hours worked, rates of pay, and the calculation of legal deductions.

- ❖ All employees must retain full and complete control over their earnings. Wage deductions must not be used to keep employees tied to the employer or to their jobs. Employees shall not be held in debt bondage or forced to work in order to pay off a debt.
- ❖ Employees shall not be required to work in excess of the number of hours permitted by national law. All overtime shall be purely voluntary, unless part of a legally recognized collective bargaining agreement. No employee shall be made to work overtime under the threat of penalty, dismissal, or denunciation to authorities. No employee shall be made to work overtime as a disciplinary measure, or for failure to meet production quotas.
- ❖ Employees shall have unrestricted access to basic necessities such as clean drinking water and toilets during both work and non-work hours at the work site or in employer provided or arranged housing.
- ❖ Employees' freedom of movement shall not be unreasonably restricted. Employees shall not be physically confined to the workplace or related premises, such as employer- or recruiter-operated residences; nor shall any other coercive means be used to restrict employees' freedom of movement or personal freedom. Mandatory residence in employer-provided or arranged facilities shall not be made a condition of employment unless required by law.
- ❖ An effective, confidential grievance process shall be established to ensure that any worker, acting individually or with other employees, can submit a grievance without suffering any prejudice or retaliation of any kind. The grievance procedure shall include an appeals process for employees who disagree with how a grievance is resolved. Grievance mechanisms shall include the ability to report grievances anonymously.
- ❖ Employees should be informed that the company prohibits the procurement of commercial sex.

Management makes every effort to ensure that all employees will adopt this policy and will contribute to the implementation of its overarching objective, which is:

**To support and protect the health, safety welfare and dignity of each employee
and all others involved in the activities of the company**

All employees involved are aware of their duties and comply with the procedures, according to their position, provided by this.

Top Management

Ioannis Aspirtakis