from any activity that is likely to discourage Employees from exercising their union rights. Any union membership/activity will not lead to disciplinary measures or punitive actions.

c) Trade unions have access to The Company premises, and The Company will not interfere with the organizing of activities of Employees, Employees representatives, or representatives of trade unions. Employee's representatives are not discriminated against and have access to carry out their representative functions in the workplace.

d) The freedom of association shall be instituted according to and within the Trade Union Act 1959, Industrial Relations Act 1967 and Immigration Act 1956/63 of Malaysia. Where the right to freedom of association and collective bargaining are restricted under the law, The Company will allow its Employees to choose their representatives freely.

e) The purpose of this policy is to ensure that Employees of The Company are provided with an environment which is free from unlawful discrimination, harassment or victimization and that we are implementing the Company's commitment to equal opportunities, freedom of association and collective bargaining at all times. The management, supervisors and individuals of The Company, professionally involved in administration activities, undertakes the responsibility for implementing this Freedom of Association Policy.

6. Forced Labor, Human Trafficking and Child Labor

We do not use any form of forced labor, including prison labor, indentured labor, bonded labor, military labor, modern forms of slavery and any form of human trafficking. Hin Press also prohibits all forms of exploitation of children.

Child labor, as defined by the International Labor Organization (ILO) Convention is "work by children under the age of 12; work by children under the age of 15 that prevents school attendance; and work by children under of age of 18 that is hazardous to the physical or mental health of the child.

We do not confiscate or force workers to surrender passports or personal documents. Such practices are prohibited under the Passports Act 1966, prohibits the holding of another person's passport. We only retain copies of the worker's passport and work visas or permits in the worker's file. We provide locker for workers to keep passports or personal documents and valuable items.

7. Work Hours, Wages and Benefits

Hin Press upholds to its core values in human capital, by complying to all laws and regulations regarding pay practices and the classification of employment according to job level and status. The Company shall comply with applicable laws and industry standards on working hours and holiday entitlements. The Company's normal working hours do not exceed 48 hours per week, and overtime hours do not exceed 4 hours per day, with the relevant periods of rest similarly observed.

The Company shall comply with national laws and regulations with regard to wages and benefits. All work-related activities are carried out on the basis of a recognized employment relationship established according to national law and practice. All members of staff are remunerated in a way which is in accordance with the national minimum wage in Malaysia or the country of employment as is appropriate.