

# Human rights policy

FINIDR, s.r.o.

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## 1. Introduction

FINIDR, s.r.o. is one of the largest paperback and hardcover books producers in Central Europe and exports to 45 countries worldwide. The company has become a recognized partner of the largest domestic and foreign publishers. The human rights policy of FINIDR, s.r.o. expresses our respect for all human rights. This Policy focuses on areas that have been identified as a priority in our activities.

The Policy is derived from:

- the UN Universal Declaration of Human Rights and the two International Conventions
- Declaration on the Fundamental Principles and Rights at Work of the International Labour Organization (English abbreviation ILO),
- UN Global Compact project.

For this Policy, the above documents are collectively referred to as the "International Declaration of Human Rights".

## 2. Purpose

The human rights policy of FINIDR, s.r.o. sets out the principles for our activities and conduct in relation to human rights.

In support of this Policy, we will develop working procedures to create an environment that respects human rights and ensure that we do not engage in activities that directly or indirectly violate human rights.

## 3. Scope

The human rights policy is binding for all employees of FINIDR, s.r.o.

The human rights policy of FINIDR, s.r.o. complements and summarizes human rights aspects of other societal policies and guidelines. These include our Code of Ethics, Anti-Corruption Policy, Labour Code, Wage Regulations and the Occupational Health and Safety Directive.

## 4. Specific obligations and provisions

### 4.1. Company liabilities

**Employees:** We are committed to respecting the human rights of our employees. Personnel guidelines and procedures are designed to be consistent with the relevant aspects of the International Declarations of Human Rights. We are obliged to teach them about human rights in the FINIDR Academy training course so that they are aware of and respect the rights.

**Business Partners:** We strive to respect and promote human rights together with subcontractors, suppliers, customers, joint ventures and other partners. We will do so as needed through pro-active cooperation, monitoring and contractual provisions.

**Local communities:** We strive to respect human rights and build an understanding of the cultures, customs and values that prevail in our local communities by striving for a friendly and open dialogue with the people affected by our operations.

### 4.2. Specific provisions

## **Health and safety promotion**

FINIDR, s.r.o. is committed to working towards zero accidents at work and promoting overall well-being in the workplace. It is supported not only by regular health examinations of employees, occupational safety training and regular monitoring of compliance with occupational safety rules in the workplace; we also build on the leisure activities we organize for our employees.

## **Prevention of forced or involuntary work**

FINIDR, s.r.o. opposes the use of forced or involuntary labour. We will also work with our subcontractors and suppliers to prevent indirect benefits from or promotion of these illegal practices.

## **Abolition of child labour**

FINIDR, s.r.o. is against the use of child labour. We will work with our subcontractors and suppliers to prevent and possibly eliminate cases of child labour in a way that is in the best interests of the child.

## **Preventing unlawful discrimination in the workplace**

FINIDR, s.r.o. undertakes to make sure that each employee or potential employee is treated fairly and with dignity. Therefore, no illegal discrimination based on race, colour, gender, sexual orientation, age, religion, ethnicity, national or social origin, property, political or other opinions, disability or other reason will be tolerated. The company strives to provide every employee with an equal opportunity to proceed without discrimination.

## **Preventing harassment and violence**

FINIDR, s.r.o. undertakes to promote a working environment free from any form of harassment, exploitation, abuse, violence and other dangerous or disruptive conditions caused by internal or external threats. Protective security measures for employees will be provided as necessary and maintained with respect to the privacy and dignity of the employee.

## **Providing competitive wages and rewards**

FINIDR, s.r.o. is aware that wages are the basis for achieving a satisfactory standard of living. We work in full compliance with all applicable laws regarding remuneration, working hours and overtime. We are committed to acquainting our employees with financial literacy in the FINIDR Academy training course so that they are aware of the importance of this topic and prevent financial problems and difficult social situations.

## **5. Implementation**

FINIDR, s.r.o. undertakes to gradually acquaint all its employees with the Human Rights Policy.

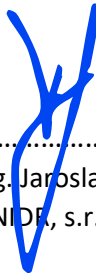
## **6. Revision and monitoring**

FINIDR, s.r.o. will regularly review this Policy and its implementation with regard to its appropriateness and validity.

FINIDR, s.r.o. may involve independent third parties in monitoring compliance with this Policy.

## Human rights policy

If you have any questions about this Human Rights Policy or if you would like to report a possible violation, don't hesitate to get in touch with your line manager or Human Resources. You can send your questions and also suspected violations of this Policy to the email: [prevence@finidr.cz](mailto:prevence@finidr.cz).



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Ing. Jaroslav Drahoš  
FINIDR, s.r.o. owner