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Apriorit LLC Human Rights and Working Conditions Manual

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1. Introduction

Welcome to Apriorit LLC! Our Manual serves as a guide for contractors engaged in work on behalf of our organization. This manual outlines our commitment to upholding fundamental human rights and ensuring fair and safe working conditions for all individuals involved in our projects.

2. Respect for Human Rights

a. Non-Discrimination: Apriorit LLC prohibits discrimination against contractors based on any protected characteristic, including race, color, ethnicity, nationality, religion, gender, sexual orientation, gender identity, age, disability, or marital status.

b. Freedom of Association: Contractors have the right to freely associate, join, or refrain from joining labor unions or other employee organizations, in accordance with applicable laws and regulations.

c. Harassment and Abuse: We strictly prohibit all forms of harassment, discrimination, abuse, and intimidation in the workplace.

d. Child Labor: Apriorit LLC does not tolerate the use of child labor by contractors engaged in work on our behalf.

e. Forced Labor: We do not tolerate any form of forced or compulsory labor, including bonded labor, indentured servitude, or human trafficking, among contractors.

3. Occupational Health and Safety

a. Safe Working Conditions: Contractors are expected to provide a safe and healthy work environment for their employees, subcontractors, and other personnel engaged in work on our behalf.

b. Compliance with Regulations: Contractors must comply with all applicable health and safety laws, regulations, and industry standards to ensure workplace safety and minimize risks to workers' health and well-being.

4. Employee Well-Being

a. Fair Compensation: Contractors should ensure fair and competitive compensation for their employees, subcontractors, and other personnel engaged in work on our behalf, in compliance with applicable laws and regulations.

b. Work-Life Balance: We encourage contractors to promote work-life balance through flexible work arrangements and appropriate rest periods.

5. Compliance and Reporting

a. Statement Adherence: Contractors engaged by Apriorit LLC are expected to adhere to this Human Rights and Working Conditions Statement and comply with its provisions.

b. Reporting Mechanisms: Apriorit LLC maintains reporting mechanisms for contractors and their employees to raise concerns, report violations, or seek guidance regarding human rights and working conditions issues.

6. Conclusion

Apriorit LLC expects contractors engaged in work on our behalf to uphold the principles outlined in our Human Rights and Working Conditions Statement. By adhering to these standards, contractors contribute to a positive work environment and ensure the well-being of all individuals involved in our projects.

7. Contact Information

For questions, concerns, or assistance, please contact:

alena.lashko@apriorit.com

This HR Manual is a guide for contractors and does not constitute a contract of employment. Policies and procedures outlined herein are subject to change at the discretion of Apriorit LLC.

**August 2023,
Apriorit LLC**