	<b>POLICY ON RESPECT FOR AND PROTECTION OF THE RIGHTS OF PEOPLE</b>	
	Policy No.: PS-HR-005-2022	Effective Date: April 01, 2022 Revision No.: 0

## I. PURPOSE AND SCOPE

The Company is committed to working with and encouraging its subsidiaries, partners, suppliers and contractors to uphold the principles contained in this Policy. It is intended to supplement all applicable laws, rules, and regulations, and other applicable policies of the Company. It is not intended to supply any applicable local laws, rules and regulations.

## II. DEFINITION OF TERMS

- A. **Company** – refers to Maynilad Water Services, Inc.
- B. **Employees** - refers to officers, executives and Employee(s) of the Company under a contract of employment, whether for part-time or full-time, to provide personal services to the Company in exchange for compensation, and do not provide such services as part of an independent business. This includes executives, managers, supervisors and rank-and-file.
- C. **Directors** - refers to members of the Board of Directors duly elected in accordance with law, any shareholders' agreement and the By-laws of the Corporation.

## III. GENERAL POLICY STATEMENT

Maynilad recognizes its duty and responsibility to respect and protect the human rights of every person. It endeavors to become an effective and influential agent in safeguarding human rights, as embodied in the Philippine Constitution, the United Nations Universal Declaration of Human Rights, and such other applicable laws, rules and regulations.

Towards this end, the Company strives to adopt principles and processes that will mitigate and avoid complicity in human rights violations in relation to its operations, its dealings with its partners, suppliers and contractors, and in the provision of services on its own or through its subsidiaries and accredited third-party contractors.

## IV. DISTRIBUTION


This Policy applies to the Company, its Directors and Employees, its Subsidiaries, and whenever applicable, to its transactions with third parties.

## V. POLICIES AND STANDARDS

### A. COMMITMENTS

#### 1. Promotion of Safe and Healthy Workplace

The Company shall provide a conducive, safe and healthy working environment that is compliant with applicable laws and regulations pertaining to the physical and psychological well-being of the Employees, and the prevention and mitigation of work-related hazards. It is committed in providing and maintaining an efficient and productive workplace by adopting systems and processes within company premises and facilities that will mitigate the risk of accidents, injuries and exposure to various forms of health hazards. The Company likewise provides the necessary provisions for safety whenever Employees are engaged in business-related activities outside their regular place of work.

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The thrust of promoting a safe and healthy workplace is not limited to the Company's operations alone, as the same principle is being implemented in its subsidiaries and in carrying out any Company-sponsored initiatives.

## 2. Prevention of Child Labor, Forced Labor, and Human Trafficking

The Company strictly prohibits the hiring of individuals that are under eighteen (18) years old for positions and undertakings which entail hazardous work or exposure thereto- Whenever applicable, any employment of a minor shall be strictly carried out in accordance with the guidelines, terms and provisions laid down by applicable laws, including but not limited to, the Labor Code of the Philippines.

The Company likewise prohibits the use of all forms of forced labor, including prison labor, indentured labor, bonded labor, military labor, slave labor, and any form of human trafficking,

## 3. Respect for Human Dignity and Prevention of any Form of Discrimination

The Company is committed to the advancement and well-being of its Employees. It is the Company's policy to treat everyone fairly and without discrimination, and to maintain a workplace that is safe and free from harassment, violence, intimidation, coercion, undue force, or other unsafe or disruptive conditions, whether internally generated or from external forces. The Company shall provide adequate security safeguards, especially in relation to privacy and human dignity. In line with its commitment to promote a positive regard to the inherent worth of every person, the Company strives to ensure that Employees receive fair compensation, and are given opportunities for advancement that will enable them to take care of their families while pursuing personal and professional growth.

## 4. Freedom of Association and Collective Bargaining


The Company recognizes and respects freedom of association. It is committed to protecting the Employees' right to join, form, or not to join or form, any workers' union without fear of reprisal, intimidation, injury or harassment. Whenever applicable, the Company shall hold and maintain constructive and efficient dialogue with the legitimate representative of any legally recognized union representing the Employees' interests, and shall, at all times, bargain in good faith within the appropriate legal framework.

## VI. VIOLATIONS OF THIS POLICY

The Company encourages open and honest communications among its Employees, and is committed to follow all applicable labor, employment, and social legislation laws, wherever it operates. Any violation of this Policy will merit the imposition of the appropriate disciplinary action and legal action, as may be necessary.

Any information suggesting that conduct by any Maynilad Employee or Director, is in violation of this Policy should be promptly reported to the immediate superiors, the Human Resources Division, or the Legal and Regulatory Affairs Division, for appropriate action.

In the event that an Employee commits a violation of this Policy, appropriate disciplinary sanctions, in accordance with the Maynilad Employee Handbook and Standards of Discipline, which may include termination of employment and forfeiture of all benefits, shall be imposed on the Employee.

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## **VII. MONITORING AND REVIEW**

1. The Company shall establish and put in place appropriate performance measures and reporting systems to monitor performance against metrics and compliance with the relevant policies, procedures and controls.
2. The Corporate Governance Head shall periodically review the compliance with and/or monitor the effectiveness of this Policy, and recommend the necessary or appropriate changes thereto.
3. The Internal Audit shall assist the Corporate Governance Head in the periodic review and revision of the Policy.