

Core Labour Policy

Brown Book Company (BBC) Limited is committed to complying with the FSC Core Labour standards, as published in FSC-STD-40-004-V3-1, Section 7. Both national and provincial laws already specify these core labour requirements, and as such, BBC complies with these laws and requirements.

Child Labour

Brown Book Company (BBC) Limited does not normally employ individuals under 18 or the local minimum age defined by applicable laws and regulations. Younger workers (15-17) may be employed through a company-approved short-term basis, apprenticeships, or work experience programs. They always work under close supervision. They are never permitted to do work that may threaten their health and safety or hinder their education or vocational progress.

Occupational Health and Safety Act, R.S.O. 1990, CHAPTER O.1 Occupational Health and Safety Act, R.S.O. 1990, c. O.1 (ontario.ca) https://www.labour.gov.on.ca/english/hs/min_age.php

ILO 138: Minimum Age Convention, 1973. Ratified by Canada in June 2016. *ILO 182: Worst Forms of Child Labour Convention, 1999.* Ratified by Canada in June 2000.

Forced or Compulsory Labour

Brown Book Company (BBC) Limited prohibits the use of all forms of forced labour, including prison labour, indentured labour, bonded labour, military labour, slave labour, and any form of human trafficking. Withholding of wages, restriction of mobility/movement, and retention of identity documents will not be tolerated in the workplace.

Employment Standards Act, 2000 S.O. 2000, CHAPTER 41 https://www.ontario.ca/laws/statute/00e41

ILO 29: Forced Labour Convention, 1930. Ratified by Canada in June 2011. *ILO 105: Abolition of Forced Labour Convention, 1957.* Ratified by Canada in July 1959.

Equal Opportunity

Brown Book Company (BBC) Limited is proud to be an Equal Employment Opportunity and affirmative action employer. We celebrate diversity and do not discriminate based on race, ancestry, place of origin, colour, ethnic origin, citizenship, creed, sex, sexual orientation, gender identity, gender expression, age, marital status, family status or disability, or any other applicable characteristics protected by law.

Ontario Human Rights Code R.S.O. 1990, CHAPTER H.19 https://www.ontario.ca/laws/statute/90h19

ILO 100: Equal remuneration convention, 1951. Ratified by Canada in November 1972 ILO 111: Discrimination (Employment and Occupation) Convention, 1958. Ratified by Canada in November 1964.

Freedom of Association and the effective recognition of the Right to **Collective Bargaining**

Brown Book Company (BBC) Limited respects our employee's right to form, join, or not join labour unions without fear of reprisal, intimidation, harassment, or prejudice. When a legally recognized union represents employees, we are committed to establishing a constructive dialogue and bargaining with their freely chosen representatives in good faith.

Ontario Labour Relations Act, 1995, S.O. 1995, c. 1, Sched. A https://www.canlii.org/en/on/laws/stat/so-1995-c-1-sch-a/latest/so-1995-c-1-sch-a.html

ILO 87: Freedom of association and protection of rights to organize convention, 1948. Ratified by Canada in March 1972.

ILO 98: Rights to organize and collective bargaining convention, 1949. Ratified by Canada in June 2017.