

# **Labour policy for Thai Toy Co. Ltd.**

**08-09-2005**

## **1. Wages and working hours**

- 1.1. Wages and benefits are in accordance with the law in Thailand.
- 1.2. The company has a written policy for working hours and overtime in accordance with the Thai law:
  - Maximum working hours per day are 8 and per week 48 hours.
  - Overtime hours are 24 hours per week.
  - Bonus is one month salary every year as minimum.
- 1.3. Our company has one free day per week.
- 1.4. Overtime is not forced.

## **2. Age-limits and care of pregnant employees**

- 2.1. Our company sets a minimum age of 15 for employment.
- 2.2. Employees under 18 years are not allowed to work in unsuitable areas.
- 2.3. Employees under 18 years are not allowed to work overtime.
- 2.4. Pregnant employees are not allowed to work overtime, neither lifting heavy things over 15 Kg.
- 2.5. Pregnant employees are not allowed to work with vibration jobs.

## **3. Benefits**

- 3.1. Our company supplies our employees with clean water.
- 3.2. Our company supplies clean toilets, separated for women and men.
- 3.3. Our company supplies first aid to all employees
- 3.4. Our company has a nurse and a doctor.
- 3.5. Our company supplies our employees with dormitories and a canteen.

## **4. Safety**

- 4.1. 40 % of our employees will have fire drill and fire fighting exercise every year.
- 4.2. Exercise programs for dormitory fire and emergency evacuation will be held every year.

The policy is always subject for improvements. The employees will be informed by the company every time a change is made.