

	<h1>Human Rights Policy</h1> <h2>Policies</h2>		Document Number: 2P-SS-05.40
	Department: Human Resource	Effective Date: January 22, 2020	Revision No 0

Objective

F2 Logistics Philippines, Inc. and F2 Global Logistics Inc, its affiliates, subsidiaries and related interests are committed to the highest standards of business and ethical behavior including compliance with applicable laws and regulations, as well as Company policies, practices, and procedures. F2 respects internationally recognized Human Rights as established in the Universal Declaration on Human Rights, International Labor Organization and the Department of Labor and Employment.

Scope

F2's Human Rights Policy applies to all employees of F2 Logistics Philippines, Inc. and F2 Global Logistics Inc. nationwide, anyone doing business for or with F2 and others acting on F2's behalf. This applies to all locations where F2 conducts business and to all company-sponsored events.

Definition

Human rights are basic rights inherent to all human beings, regardless of nationality, place of residence, sex, sexual orientation, national or ethnic origin, color, religion, language, or any other status.

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Guidelines

1. F2 conducts its business in a manner that respects the rights and dignity of all people, complying with all applicable laws and regulations. Our policies reflect our commitment to respecting the protection of internationally recognized Human Rights.
2. All employment with F2 is voluntary. We do not use child or forced labor in any of our operations or facilities. We do not tolerate any form of unacceptable treatment of workers, including but not limited to the exploitation of children, physical punishment or abuse, or involuntary servitude. We fully respect all applicable laws establishing a minimum age for employment, in order to support the effective abolition of child labor worldwide.
3. F2 abides by all laws and regulations regarding pay practices and the classification of employment according to job level and status.
4. We respect our employees' right to choose to join or not join a trade union or to have recognized employee representation in accordance with local law.
5. Diversity is embraced at F2. We recognize that a diverse mix of backgrounds, skills, and experiences drives new ideas, products, and services and provides us with a sustained competitive advantage.
6. We believe everyone should be treated with respect regardless of their background. We are committed to the elimination of discrimination based on gender, race, class, economic status, ethnic background, sexual orientation, age, political beliefs, veteran status, marital status or any other protected class.
7. F2 is committed to the following principles:
 - a. F2 respects all human rights.

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- b. F2 commits to conducting on-going human rights due diligence to assess and mitigate potential human rights infringements.
- c. F2 expects those with whom it does business to respect all human rights.

Responsibility

The Human Rights policy is owned and maintained by F2's Human Resources function. Human Resources is responsible for the creation, administration, updating, and communication of the policy.

Compliance

Employees and suppliers are expected to comply with this and all applicable F2 policies. Violation of this policy or the refusal to cooperate will result in disciplinary action, up to and including termination and referral to the appropriate authorities, where we have sound reason to believe that our partner organizations infringe Human Rights we reserve the right to cease those relationships as warranted.

Specific to this policy, employees and suppliers are expected to:

1. Never infringe on human rights.
2. Be alert to any evidence of human rights infringements in our direct operations or in the operations of our business partners and report any situation in which a human rights infringement is suspected.

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Distribution

Officers, Managers, Supervisor, Staff, HR Partners

References

<https://www.un.org/en/universal-declaration-human-rights/>

<https://www.ilo.org/global/standards/introduction-to-international-labour-standards/lang--en/index.htm>

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