



ARIFA LAUNDRY

ARIFA LAUNDRY (M) SDN BHD

Company Registration No. 1419073-H

CHILD LABOUR PREVENTION POLICY

Process Owner: Management (Director)

Intended Users: Arifa Laundry (M) Sdn Bhd - All Employees and Business Associates

Last updated: July 2026

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1. PURPOSE

- 1.1. Arifa Laundry (M) Sdn Bhd is committed to the protection of children and does not employ child labour in any part of its operations or supply chain. This policy sets out the company's zero-tolerance position on child labour and the controls it applies to prevent it.

2. SCOPE

- 2.1. This policy applies to all recruitment and employment by Arifa Laundry (M) Sdn Bhd, and to any labour supplied to the company by third parties, including agencies and contractors, at all sites.

3. COMMITMENTS

- 3.1. We will not use child labour under any circumstances, and we require the same standard of everyone who supplies labour to the company, consistent with the Children and Young Persons (Employment) Act 1966.
- 3.2. We give effect to these commitments through the following, which include but are not limited to:

a) **Prohibition of Child Labour**

We do not employ any person below the minimum legal working age under the Children and Young Persons (Employment) Act 1966 and its amendments, and we do not engage children through agencies, contractors or informal arrangements.

b) **Age Verification**

We verify the age of every candidate using valid identity documents before employment begins, and we keep records of that verification.

c) **Protection of Young Persons**

Where a young person is lawfully employed, we ensure they are not assigned hazardous work or work that harms their schooling, health or development.

d) **Supply Chain**

We require labour suppliers and contractors to give a written undertaking against child labour, and we reserve the right to audit and to end engagements where child labour is found.

e) **Remediation**

If any under-age person is found working, we remove them from work immediately, act in the child's best interest, and correct the process that allowed it.

4. IMPLEMENTATION

- 4.1. We collect and check identity documents to confirm age before work begins, and we retain verification records securely and confidentially.
- 4.2. We escalate any doubt about a candidate's age before an offer is confirmed.
- 4.3. We brief supervisors and administration staff on their responsibility for age verification.

5. RESPONSIBILITIES AND REPORTING

- 5.1. Oversight of this policy is led by the Director, who ensures the company maintains a zero-tolerance position on child labour. Supervisors and administration staff carry out and record age verification, and all employees report any suspected case of under-age working.
- 5.2. Age verification records and labour-supplier undertakings are maintained and reviewed by management, and any incident is recorded, investigated and remediated.

Any suspected case of under-age working must be reported to management or the Director immediately.

6. EFFECTIVE DATE

This policy was approved by the Director and is effective as of 2 July 2026.