



**MPRL E&P Pte Ltd.**

## EMPLOYMENT POLICY

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**DOCUMENT TITLE : EMPLOYMENT POLICY**  
**AUTHOR : HR MANAGER AND CORPORATE AFFAIRS MANAGER**  
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**APPROVED BY : EXECUTIVE MANAGEMENT OF MPRL E&P PTE LTD.**

### OBJECTIVE

MPRL E&P is a leading employer in Myanmar with a rich history of treating our employees with dignity, fairness, and respect, with providing competitive wages and benefits, and with providing opportunities for development personally and professionally. The objective of this policy is to ensure that all employment rights, including those concerning working hours, compensation, opportunity, human rights, and working conditions, are safeguarded in compliance with applicable laws.

### APPLICABILITY

MPRL E&P expects active participation in achieving its employment goals and commitments by all employees and managers, regardless of corporate hierarchy, are responsible for performance, across the business value chain.

Breach of the MPRL E&P Employment Policy may result in disciplinary action, up to and including dismissal. MPRL E&P reserves the right to amend or update this policy as required from time to time.

### COMMITMENT

To safeguard employment rights, MPRL E&P is committed to the following:

- Create a work environment free of discrimination and harassment.
- Prohibit the use of any forced, involuntary, or child labor.
- Remunerate according to skills, performance and experience of our employees in relation to the local labor market.
- Practice an open-door approach that enables our employees to engage in open and honest communications without fear of reprisal.
- Provide a safe and healthy work environment in full compliance with applicable workplace safety standards mandated by law.
- Respect the right of all employees to join any legally recognized employee associations and comply with any laws relating to employee representation and collective bargaining.
- Adhere to all principles related to employee rights articulated in the MPRL E&P Human Rights Statement and Policy.
- Adhere to the prevailing applicable laws, rules and regulations in areas where we operate



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## **ACCOUNTABILITY**

MPRL E&P Executive Management is accountable for the MPRL E&P Employment Policy. Human Resource Department is responsible for implementation, administration and record keeping.

## **REVIEW, MONITORING AND REPORTING**

This policy will be reviewed every two years to ensure that it is aligned with changes in our business and external environment, including changes in the national context and legal requirements. Policy awareness trainings will be provided to all employees within MPRL E&P to increase awareness. Occasionally, policy reinforcement trainings will be provided as and when required.