



# BP Labour Rights & Modern Slavery Principles

We are committed to respecting workers' rights, in line with International Labour Organisation Core Conventions on Rights at Work and expect our contractors, suppliers and joint ventures we participate in to do the same.

Our expectation is that workers in our operations, joint ventures and supply chains are not subject to abusive or inhumane practices, such as child labour, forced labour, trafficking, slavery or servitude, discrimination, or harassment. The below principles are intended to assist our businesses as they work to check performance on this expectation, including with our contractors and suppliers.

**1. Terms:** Workers have clear, written employment terms before deployment in a language they understand, and in line with terms at point of recruitment, which are consistently upheld.<sup>1</sup>

**2. Legal status:** Workers are legally authorized to work for their employer and possess the necessary visas, work permits, and any similar legal documentary requirements.

**3. Protection of Young Persons:** Workers below 15 or the legal minimum working age (whichever is higher) are not hired, either directly or indirectly.

**4. Fees:** Employers are responsible for all costs and fees associated with recruitment of workers regardless of the manner or location of the imposition or collection of the fee. Workers do not pay recruitment or other fees<sup>2</sup> irrespective of the method of payment or by whom it was collected. Workers do not suffer unlawful pay deductions, to secure a job or for continued service, nor disproportionate monetary penalties as a disciplinary measure.

**5. Passports and papers:** Worker passports, travel identification or work authorization papers are not withheld. Workers may choose to lodge their passports or other papers with employers if they genuinely consent to doing so and can freely access them upon request without penalty or delay.

**6. Free movement:** Workers are free to terminate employment upon reasonable notice without penalty. Workers are not prevented from leaving worksites or employment, except for reasonable safety or security reasons.

**7. Pay:** Workers are paid on time, as per employment terms. Wages, benefits and overtime rates meet, as a minimum, national legal standards. Wages paid and hours worked are accurately recorded through a time keeping system.

Where there is a difference between these principles and a legal requirement or collective agreement, seek to apply the provision which affords greater protection to workers, without violating domestic law or the collective agreement.

<sup>1</sup> Contracts as a minimum contain the following elements: employer, nature of work, expected regular working hours, including overtime hours, rates of pay, lawful wage deductions, pay cycle, benefits, including overtime, leave entitlement and rest days, provisions for repatriation.

<sup>2</sup> Fees include: payments in connection with recruitment, termination, placement, visas or work permits, government levies, medical examinations, airfare or costs of other mode of international transportation, security deposits and bond, transportation from the airport or disembarkation point to dormitories or facility.

**8. Working time and rest:** Workers are not required to work unreasonable hours, hours beyond legal limits, or without appropriate breaks and defined leave periods.

**9. Grievance:** A grievance process is in place by which workers can make complaints, including anonymously, and receive appropriate responses and timely updates on the status of concerns. Concerns may be raised through any process (formal or informal) without fear of retaliation, discrimination or harassment.

**10. Working conditions and accommodation:** Workers enjoy a safe and hygienic working environment. Access to clean toilet facilities, potable water, and if appropriate, sanitary facilities for food storage are provided. Accommodation and food, where provided, is clean, safe and meets the basic needs of the workers.

**11. Discrimination and harassment:** There is no discrimination in employment practices based on race, caste, national origin, religion, age, disability, gender, marital status, sexual orientation, union membership or political affiliation or any other characteristic prohibited by law. Physical abuse or discipline, the threat of physical abuse, sexual or other harassment and verbal abuse or other forms of intimidation are not tolerated.

**12. Freedom of Association:** In conformance with local law, where workers choose to be represented by trade unions or works councils, employers will cooperate in good faith with the bodies that the employees collectively choose to represent them.

**13. Controls:** Contractors, suppliers and non-operated joint ventures develop and maintain adequate processes and controls to implement, communicate, monitor and remediate identified deficiencies with regard to the above, including in their supply chains.