



## **Child Labor Prevention Policy**

At Celestica, we take an active role in preventing child labor in our workforce, as well as protecting child and youth workers from injury and promoting educational development. This policy contains the principles and procedures that are used to guide Celestica's managers and employees on issues in this area. Child labor is defined by Celestica and international standards as work that is done by children under the age of 15, or under the minimum legal age for employment in the country, whichever is greatest. A child worker is considered an employee under the age of 15 and a young worker is considered an employee between the ages of 15 and 17.

### **1.0 Purpose**

The intent of this policy is to:

- prevent child labor within our operations
- provide guidance in situations where child labor is identified
- provide control practices and guidelines for protecting young workers and discovered child workers

### **2.0 Scope**

This policy applies to all Celestica managers and employees. It is subject to applicable local law and/or collective agreements in the jurisdiction in which it is being applied. Each site may have a supplemental, but not contradictory policy with respect to preventing child labor, to address additions required by such local laws and/or collective agreements.

### **3.0 Prevention**

All candidates are required to show government-issued photo identification after they receive a conditional offer of employment. Candidates must be at least 18 years old or the legal minimum age for the country whichever is more stringent.

### **4.0 Discovery**

If an employee is discovered to be a child worker, site management and the site Human Resources Business Partner (HRBP) must be notified immediately. The child worker must immediately be removed from the job. The site HR team will work with the site management team to ensure adequate support is provided for the child worker.

In any circumstances, if it is discovered that there are young workers at the site, they must be immediately removed from tasks that are considered hazardous, unsafe, or unhealthy for those under 18 years old (i.e., heavy loads, night work, heavy machinery).



## 5.0 Protection

Although it is not Celestica's standard practice to hire young workers, their safety and protection while they are at work are our first priority. To protect young workers from physical harm and to promote their educational development, they must not be given jobs/tasks that:

1. are considered hazardous, unsafe or unhealthy for those under 18 years old (e.g., heavy loads, night work, overtime, heavy machinery operation); or
2. have an impact on their school attendance (i.e., during school hours) and/or their ability to benefit from school or other training programs.

The wage rate for student workers, interns and apprentices must be at least the same wage rate as other entry-level workers performing equal or similar tasks, in the absence of local law.

## 6.0 Responsibility

**Employees:** Each employee is responsible for complying with this policy and for disclosing any known violations of this policy to their manager and/or the Human Resources department.

**Managers:** All managers are responsible for complying with this policy and applicable Child Labor laws and disclosing any known violations of this policy.

The Company reserves the right to change this Policy at any time without notice.