



Ethical Labour Practices

Child Labour

Our Management Approach

- Maintain the [Child Labour Prevention Policy](#)
- Publish [Global Business Conduct Governance Policy \(BCG\)](#) and [Responsible Business Alliance \(RBA\) Code of Conduct](#) on the internal intranet page and external website
- Secure BCG training and annual certification by all employees
- Provide annual ethics training
- Complete site-level risk assessments
- Develop action plans for potential risks
- Conduct internal audits and assessments
- Review labour and ethics actions and status at management review meetings
- Monitor labour conditions at each of our sites
- Ensure that our supplier responsibility management system adheres to the RBA labour and ethics standards

Foreign Migrant Workers

Our Management Approach

- Maintain internal policies and practices based on international labour and human rights standards through the [Slavery and Human Trafficking Policy Statement](#)
- Complete site-level risk assessments, including monitoring our migrant worker population
- Minimize migrant workforce turnover by creating a supportive place to work with the help of our site labour and ethics representatives, in partnership with the site Leadership team
- Ensure we meet local regulations and abide by local government approvals for each applicable site
- Monitor labour conditions and conduct internal audits and assessments
- Review labour and ethics actions and status at management review meetings

Working Hours

Our Management Approach

- Maintain Celestica's Global Working Hour Policy and communicate requirements to all employees
- Allow for complementary site-specific working hour policies for stricter limits related to local laws
- Create an annual global target metric for measuring and tracking employees' work week hour limits and consecutive work days, reviewed monthly
- Align site-specific annual target metrics for measuring and tracking employees' work week hour limits and consecutive work days, reported monthly
- Implement quarterly reviews of site working hours with the Chief Operating Officer and corporate Human Resource segment leads
- Establish an audit schedule in which sites investigate employee working hours and create corrective action plans for non-compliance
- Strive to understand and report the key root causes of excessive working hours at non-compliant sites
- Share best practices with sites, customers and RBA for monitoring and complying with working hour policies