



# IHS

# Human Rights and Labor Practices Policy

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## IHS Policy Statement

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Policy Owners: Jeff Sisson, SVP & Chief Human Resources Officer; Jane Okun Bomba, SVP & Chief Sustainability Officer

Applies To: All Colleagues

Effective Date: June 1, 2016. Revision Date: May 18, 2016

### Purpose and Summary

Respect for human rights is deeply ingrained in IHS values, in how we run our business, interact with stakeholders and engage with our communities around the world. At IHS, we value diversity and equal opportunity and do not tolerate discrimination or harassment of any kind.

IHS is committed to our colleagues, customers, future generations and the communities where we live and work. We encourage colleagues to fully capture their potential through training, development and personal growth and educational opportunities. We encourage colleagues to engage in community outreach activities and believe in giving back to our communities through financial support, volunteer efforts and team-driven community improvement initiatives.

This IHS global policy communicates the company's expectations with respect to human rights issues and the high standard of conduct expected of colleagues at all IHS locations worldwide. This includes but is not limited to human rights issues such as: non-discrimination, gender equality, freedom of association, collective bargaining, child labor, human trafficking, forced or compulsory labor and indigenous rights.

### Scope

For the purpose of this global policy, IHS colleagues include, but may not be limited to: full time, part-time, and fixed-term employees; contingent workforce, which includes consultants, temporary workers, and internal temporary workers; as well as third party vendors or consultants who may access IHS systems for a period of time.

This includes but is not limited to human rights issues such as: non-discrimination, gender equality, freedom of association, collective bargaining, child labor, human trafficking, forced or compulsory labor and indigenous rights.

### Policy

IHS adheres to the highest ethical conduct as outlined in the [IHS Business Code of Conduct](#) in all aspects of business, including Human Rights, Labor, Environment and Anti-Corruption. IHS operates on a foundation of our core values of Teamwork, Respect, Accountability, Integrity and



Innovation which are expected to be followed by all colleagues, management and the board. IHS respects fundamental human rights and views them as a key component of responsible corporate citizenship. In addition to supporting the fundamental principles contained in the United Nations [Universal Declaration of Human Rights](#), we are committed to finding practical ways to apply those principles in our daily operations, interactions with customers and in our communities. We continue to work with suppliers to help uphold ethical human rights standards, as outlined in the [IHS Supplier IHS Policy Statement](#). IHS is also a signatory to the [World Economic Forum Partnership Against Corruption \(PACI\)](#) and the [United Nations Women Empowerment Principles](#).

IHS is committed to the following operational measures and international labor and workplace standards:

#### **Operational measures**

IHS aims to implement the United Nations “Protect, Respect and Remedy” framework which was endorsed by the United Nations Human Rights Council. IHS Recognizes that the [UN Guiding Principles on business and human rights](#) provide an authoritative global standard for preventing and addressing the risk of adverse impacts on human rights linked to business activity.

#### **Risk assessment, prevention, and remediation**

Should IHS identify any risk of contributing to an adverse impact in the area of human rights or labor rights, it will take the necessary steps to cease or prevent its contribution and use its leverage with internal and external business networks to mitigate any remaining impacts to the greatest extent possible.

By doing so, and in accordance with its core business, IHS pays special attention to International Labor standards such as:

- Non-discriminatory treatment
- Healthy and Safe work environment
- Minimum wages
- No child labor
- Voluntary employment
- Freedom of association
- Anti-harassment
- Human trafficking

#### **Reporting and Whistleblowing:**

Reporting and mitigation of issues and concerns on human rights and labor rights issues, occur as other reporting concerns, per our risk management processes and the IHS Code of Conduct Hotline ([Code of Conduct Hotline Policy](#))

#### **Non-Discriminatory Treatment**

We provide equal opportunity for all in recruiting, hiring, developing, promoting, and compensating without regard to age, color, disability, gender, national origin, race, religion, sexual orientation or any other basis that is protected under applicable law.



### **Healthy and Safe Work Environment**

We are committed to the health and safety of our employees, per our [Health and Safety Policy](#). We maintain a global program of regular education, emergency response planning and training to ensure individuals are equipped to identify and manage potential risks in the workplace.

### **Minimum Wages**

We comply with local minimum wages. We use market and industry standards to apply fair wages where no wage law is in existence.

### **No Child Labor**

We abide by local minimum age laws and do not employ child labor in any circumstance.

### **Voluntary Employment**

We do not use forced or compulsory labor. All employment is voluntary.

### **Freedom of Association**

We respect the right of our employees to freely participate in labor unions, or choose not to participate, and the right to collectively bargain, in accordance with local law.

### **Anti-Harassment**

We prohibit ethnic, racial, religious, sexual or any other type of harassment. Examples of unacceptable practices include any behavior that is physical or verbal in nature that interferes with and obstructs performance in the workplace.

### **Human Trafficking**

We prohibit trafficking of all persons in a range of exploitative practices, as defined by [ochcr.org](https://www.ochcr.org) [section I, A](#).

## **Accountability**

It is the obligation of every colleague to understand these responsibilities and to exercise proper judgment in compliance with this policy to avoid infringing on the human rights of others. We have clear processes and training in place to ensure we are able to identify, prevent, and mitigate adverse human rights impacts resulting from or caused by our business activities before or if they occur through human rights due diligence and mitigation processes.

Management is responsible for implementing, reviewing, and ensuring that the employees reporting to them are aware of the provisions in this document. All IHS colleagues are expected to adhere to the conditions defined in this document. Any violations are considered violations of the **IHS Business Code of Conduct** and are subject to the disciplinary actions stated therein.



<b>Policy Name</b>	<b>Human Rights Policy</b>
<b>Policy Owners</b>	<b>Jeff Sisson, SVP, Chief Human Resources Officer Jane Okun Bomba, SVP, Chief Sustainability Officer</b>
<b>Applies To</b>	<b>All Colleagues</b>
<b>Effective Date</b>	<b>June 1, 2016</b>
<b>Related Documents</b>	<b>IHS Health and Safety Policy; IHS Business Code of Conduct; IHS Supplier Code of Conduct</b>
<b>Approved By</b>	<b>Jeff Sisson, SVP, Chief Human Resources Officer Jane Okun Bomba, SVP, Chief Sustainability Officer</b>
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<b>Contact, for questions or policy interpretation</b>	<b>Shelley Pettet, SVP, Global Human Resources Marilyn Johnson, Senior Director, Sustainability</b>