

beIN Labour Rights Policy

beIN Media Group WLL (“beIN”) is a multi-national media company with operations in Pay-TV, Sport, Original Programming, Movies and General Entertainment with a presence in over 43 countries across 5 continents and in 9 different languages spanning Europe, North America, Asia, Australasia and the Middle East & North Africa (“MENA”). We recognise that our activities, and those of third parties that form our supply chain, provide opportunities to positively impact our employees’ working and living environments and set a standard as a responsible global employer.

Our responsibility

beIN has a responsibility in building the world of tomorrow, where a common respect and understanding of differences in cultural diversity and background is encouraged and promoted. To this end, we have incorporated our corporate values of sportsmanship, fair play, honour, dignity and mutual solidarity and coupled them with the principles at the heart of our identity – accountability, integrity and respect to develop this labour rights policy.

Our policy and commitments

We are committed to upholding the employment rights of all those who work for beIN, whether employed directly by us or indirectly by our third parties. This policy defines our commitments to the well-being, safety, security and dignity of employees and is based on best practices from the United Nations Guiding Principles on Business and Human Rights¹, the International Labour Organisation Fundamental Conventions² and recognised international frameworks, including the Dhaka Principles for Migration with Dignity³.

We are committed to

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| 1. Fair and equal treatment for all | 5. Safe and decent working and living conditions |
| 2. A workforce free of child or forced labour | 6. Providing access to grievance mechanisms |
| 3. The freedom to exercise legal rights | 7. Fair and free recruitment |
| 4. The right to freedom of movement | 8. Wages being paid in full, directly and on time |

¹ www.ohchr.org

² www.ilo.org

³ www.ihrb.org

Applying our commitments

We recognise that due to beIN's international footprint, these commitments may differ from legal requirements in some of our countries of operation and in such instances the applicable governing law shall prevail. beIN's labour rights policy and commitments are however an integral part of our corporate values and we will seek to implement them to the fullest. Our labour rights policy and commitments and the compliance requirements derived from each commitment are applicable to all beIN employees as well the employees of our third parties.

How we will meet them

We require that our commitments are understood and implemented by all employees, suppliers and business partners, who are contractually required to adhere to our commitments and apply them in their own supply chain.

We continually monitor our own operations and assess third-party suppliers at the procurement stage to ensure conformance with the commitments and make improvements and will take necessary actions where required.

Our monitoring criteria are based on our own principles and compliance requirements, which incorporate key applicable elements from the International Finance Corporation Performance Standards 2 on Labour and Working Conditions⁴ and the Global Reporting Initiative Social Standards⁵.

This labour rights policy and commitments are managed by a dedicated group compliance team and will be updated as necessary on a yearly basis to remain in line with international best practices.

Authorised Signatory:

Yousef AL-OBAIDLI

Title: Chief Executive Officer

CEO beIN Media Group WLL

Date of signature:

⁴ www.ifc.org

⁵ www.globalreporting.org

beIN Compliance Requirements

Our commitments are supported by the following compliance requirements.

1. Fair and equal treatment for all		
1.1	Discrimination	Employees are not subject to discriminatory practices during recruitment or employment.
1.2	Harassment	Employees are not subject to any form of harassment.
1.3	Equal opportunity	Employees receive equal opportunity, pay and treatment.
2. A workforce free of child or forced labour		
2.1	Child labour	No employees below the age of eighteen are employed.
2.2	Forced labour	All work must be voluntary, and no forced or indentured labour is used.
3. The freedom to exercise legal rights		
3.1	Guarantee of legal rights	Employees are free to exercise all their legal rights, with no retribution from the employer for doing so.
3.2	Freedom of association	Employees shall have the freedom to establish and join organisations of their own choosing whilst maintaining the contractual obligations of employment and in accordance with the applicable law in that jurisdiction.
3.3	Right to organisation	Employees shall enjoy adequate protection against acts of anti-union discrimination in respect of their employment, where relevant. Should national legislation prohibit this, employers shall make reasonable effort to assist with alternative means for employees to create committees to further their interests and in accordance with the applicable law in that jurisdiction.
4. The right to freedom of movement		
4.1	Personal document retention	Employees' identity documents or other valuable items, including passports and bank cards are not confiscated.
5. Safe and decent working and living conditions		
5.1	Health, Safety and Environment	Employees are provided with safe, secure and healthy working environments.
5.2	Living conditions	Employer-provided housing and food are compliant, hygienic, safe and healthy (<i>as applicable</i>).

5.3	Transportation	Employer-provided transportation to and from work sites is safe and roadworthy.
5.4	Insurance	Employees who are not covered by applicable public national health services shall receive employer-funded medical insurance for the duration of their employment and workers' compensation (work accident) benefits in accordance with the applicable law in that jurisdiction.
5.5	Working hours	Working hours are compliant with local regulations and do not jeopardise the health of employees.
5.6	Leave	Employees receive paid annual, sick and maternity leave in accordance with the applicable law in that jurisdiction.
6. Providing access to grievance mechanisms		
6.1	Grievance mechanism	Employees have access to a clear and concise grievance reporting mechanism, which provides multiple avenues of reporting.
6.2	Disciplinary procedures	Any disciplinary measures are clearly communicated, consistent and in line with applicable laws.
7. Fair and free recruitment		
7.1	No fee recruitment	The costs of recruitment and visa processing are borne by employers.
7.2	Contract transparency	Wages and benefits are clearly communicated during recruitment and match employment contracts.
8. Wages being paid in full, directly and on time		
8.1	Fair wage	Employees' wages are compatible with the national minimum wage where applicable or are sufficient to ensure minimum acceptable living standards where no minimum wage is set.
8.2	Wage payment	Employees receive their full monthly wages and overtime dues as per the applicable law, through electronic bank transfer within 15 days of the completion of the month.

Medium and High-risk Supplier Compliance Checklist and Guidance [INTERNAL DOCUMENT]

The following checklist provides guidance for suppliers on how to demonstrate compliance with each of our labour rights requirements. Supporting documentation for requirements marked '**Critical**' should be requested from all **medium-risk** suppliers. Whereas documentation supporting **all** the requirements, including critical items, should be requested from **high-risk** suppliers. Each supplier should be dealt with on a case-by-case basis, depending on the satisfactory quality of the information provided and the nature of services.

► **Table 1: Supporting documentation checklist** (supplier compliance requirements)

Requirement heading	Supporting documentation	Guidance notes	Provided (Y/N)
General	Company trade license	► Must be valid and show registered business activities.	
	Sister company trade licenses	► Only required if the company has sister companies whose employees may be utilised in the provision of the service or production of the product required.	
	Company labour welfare manager	► Person(s) responsible for managing labour welfare: ◆ Email and contact number to be provided.	
1.1 Discrimination	Company policy	► The company policy must state that all employees are to be treated equally and fairly, irrespective of nationality, race, gender or ethnic origin, religion, age, sexual orientation, pregnancy status, family status, social status, or any other category that does not affect an individual's ability to do the job.	
1.2 Harassment	Company policy	► The company policy must state that the work environment will be free of harassment of all forms, intimidation, bullying or physical abuse.	
1.3 Equal opportunity	Company policy	► The company policy must state that all employees performing the same role shall receive equal remuneration, benefits, treatment, evaluation of the quality of their work and equal opportunity to fill all positions. Particularly, female employees shall receive equal remuneration and benefits to their male counterparts.	
2.1 Child labour	Company policy	► The company policy must prohibit the employment of any person below the age of eighteen (18).	
CRITICAL 2.2 Forced labour	Company policy	► The company policy must state that the company shall not employ or use any forced, prison or indentured labour, bonded labour, trafficked persons or any other forced labour.	
3.1 Guarantee of legal rights	Company policy	► The policy must clearly state that employees are permitted to exercise all legal rights under the law, without fear of victimisation, harassment or discrimination.	
3.2 Freedom of association	Company statement	► The statement must state that the company does not interfere in, or require that it provides permission for, employees to associate freely (<i>as applicable</i>).	

	Requirement heading	Supporting documentation	Guidance notes	Provided (Y/N)
	3.3 Right to organisation	Company statement	<ul style="list-style-type: none"> ▶ The statement must state, that where permissible by law, employees are permitted to form unions and will not be discriminated against in any way for doing so. Where not permissible by law, the statement must state that employee committees, or the like, are established to enable employees to further their interests (<i>as applicable</i>). 	
CRITICAL	4.1 Personal document retention	Company policy	<ul style="list-style-type: none"> ▶ The company policy must state that employees' personal documents shall not be confiscated or forcibly retained. ▶ Should the company retain personal documents it may only do so based on a documented request by the employee. Additional considerations for document reviewers: <ul style="list-style-type: none"> ◆ Written authorization forms are in the employee's native language, and ◆ The forms detail the return procedures and clearly state that no reason is required for the retrieval of personal documents by the employee. 	
COMPLETE ONLY IF APPLICABLE	5.1 Health, Safety and Environment	Company policy	<ul style="list-style-type: none"> ▶ The company policy must abide by all health and safety legislation and regulations issued by any relevant government authority with jurisdiction over the area where the work is performed. 	
	5.2 Living conditions	Contract or an agreement with the accommodation facility housing company employees	<ul style="list-style-type: none"> ▶ The contract must be valid and allocate a sufficient number of rooms to employees, as per the applicable local labour law. 	
		Accommodation management and fire escape plans	<ul style="list-style-type: none"> ▶ The accommodation management and fire escape plans must comply with all applicable standards, rules, regulations and/or requirements prescribed under applicable laws. 	
	5.3 Transportation	Vehicle licenses	<ul style="list-style-type: none"> ▶ Should the company use its own vehicles to transport employees, it must provide evidence that the vehicles used are licensed by the relevant authority. 	
Any rental contracts or agreements		<ul style="list-style-type: none"> ▶ Should the company rent vehicles to transport employees, it must provide evidence that vehicle maintenance is referred to in the agreement. 		

	Requirement heading	Supporting documentation	Guidance notes	Provided (Y/N)
CRITICAL	5.4 Insurance	Medical Insurance policy	<ul style="list-style-type: none"> ▶ The medical insurance policy, if applicable, must show: <ul style="list-style-type: none"> ◆ A future date of expiry, ◆ That the area of coverage includes the area where the service is provided or the product is produced as well as the area where the employee resides, if in employer provided accommodation, and ◆ A schedule of individuals covered showing that all company employees receive benefits. 	
		Sample of medical insurance cards copies	<ul style="list-style-type: none"> ▶ If applicable, medical insurance cards must be in the possession of the employees and copies are required only to show that the cards have been issued. 	
		Workers compensation policy	<ul style="list-style-type: none"> ▶ The worker compensation (work accident) policy, must show a future date of expiry and a schedule of individuals covered showing that all company employees receive benefits (<i>as applicable</i>). 	
	5.5 Working hours	Company policy	<ul style="list-style-type: none"> ▶ Policy must specify that employees shall not be required to complete more than the applicable legally prescribed maximum number of regular working hours and that overtime hours completed must not exceed the applicable legally prescribed maximum working hours. 	
	5.6 Leave	Company policy on annual, sick and maternity leave	<ul style="list-style-type: none"> ▶ The company policy must state that employees are entitled to paid annual, sick and maternity leave as per the applicable legally prescribed minimums. 	
CRITICAL	6.1 Grievance mechanism	Company policy	<ul style="list-style-type: none"> ▶ The policy must state that employees have access to a grievance mechanism that: <ul style="list-style-type: none"> ◆ Provides multiple reporting avenues, ◆ Guarantees the right to appeal decisions, ◆ Protects employees from retaliation by the company or other employees, and ◆ Allows for anonymity where requested. 	
		Grievances log	<ul style="list-style-type: none"> ▶ The log should show issues reported and resulting resolutions from the past three months. 	
	6.2 Disciplinary procedures	Company policy	<ul style="list-style-type: none"> ▶ The policy must show that disciplinary procedures are fully communicated and consistent. Any monetary fines levied must not exceed the applicable legally prescribed maximum amounts. 	

	Requirement heading	Supporting documentation	Guidance notes	Provided (Y/N)
CRITICAL	7.1 No fee recruitment	Company policy	<ul style="list-style-type: none"> ▶ The company policy must state that the cost of recruitment is borne by the company. Including, at a minimum, the cost of repatriation tickets and visa processing. 	
		All contracts or agreements with recruitment agencies	<ul style="list-style-type: none"> ▶ Contracts must contractually prohibit recruitment agencies from collecting recruitment fees from candidates. 	
	7.2 Contract transparency	A sample of an offer letter and employment contract	<ul style="list-style-type: none"> ▶ The offer letter and employment contract must be in a language that the employee understands. ▶ The samples must be signed by the same employee. 	
	8.1 Fair wage	Company policy	<ul style="list-style-type: none"> ▶ The company policy on wages should specify how employees' wages are determined. 	
CRITICAL	8.2 Wage payment	Evidence of salary payment	<ul style="list-style-type: none"> ▶ The evidence provided must show salary payment for the last three months for a sample of the employees who will be used to fulfil the contract (this may include excerpts from the company bank statement). This should also include the date of the payment. 	