



9/10/21 – Rev 5/21/2024

Core Labor Policy United envelope & Outsourced Vendors

This policy is to show how United Envelope (and outsourced vendors) responds to child labor, forced & compulsory labor, addresses discrimination in employment and occupation, supports freedom of association and right to collective bargaining.

United Envelope (and outsourced vendors) shall comply with the child labor laws in the states in which it conducts business.

United Envelope (and outsourced vendors) shall eliminate all forms of forced or compulsory labor. All employment relationships are voluntary and based on mutual consent without the threat of penalty. We do not practice compulsory labor including, but not limited to the following: physical and sexual violence, bonded labor, withholding of wages/including payment of employment fees and or payment of deposit to commence employment, restriction of mobility/movement, and retention of passport and identity documents, threats of denunciation to the authorities. All employees must be 18 years of age.

United Envelope (and outsourced vendors) shall ensure that there is no discrimination in employment or occupation and occupation practices are non-discriminatory. We are an Equal Opportunity Employer.

United Envelope (and outsourced vendors) shall respect freedom of association and the effective right to collective bargaining. Workers are able to establish or join worker organization of their own choosing. United Envelope (and outsourced vendors) respects the rights of workers to engage in lawful activities related to forming, joining or assisting a workers' organization, or to refrain from doing the same, and will not discriminate or punish workers for exercising these rights. United Envelope (and outsourced vendors) negotiates with lawfully established workers' organizations and/or duly selected representatives in good faith and with the best efforts to reach a collective bargaining agreement. Collective bargaining agreements are implemented where they exist.