



HUMAN RIGHTS POLICY

1.0 INTRODUCTION

1.1 Lawfields believes that business can only flourish in societies where human rights are protected and respected. We recognise that business has the responsibility to respect human rights and the ability to contribute to positive human rights impacts. The Firm is committed to respecting the human rights of all stakeholders including staff members, clients, suppliers, communities and anyone who may be impacted by the Firm's operations.

2.0 MISSION STATEMENT

2.1 Lawfields is committed to respecting and promoting fundamental principles of human rights, such as those enumerated in the United Nations Guiding Principles on Business and Human Rights, United Nations Universal Declaration of Human Rights, United Nations Global Compact, International Labour Organization's Conventions, the enforcement of Human Rights in Tanzania through the Bill of Rights in the United Republic of Tanzania constitution (the constitution) in 1984 and the Basic Rights and Duties Enforcement Act No.33 of 1994.

3.0 Our Approach

3.1 In fulfilling our mission, we are guided by several principles that help define our approach:

- We are committed to and always strive to act in accordance with the UN Guiding Principles on Business and Human Rights, and the Voluntary Principles on Security and Human Rights.
- We do not tolerate violations of human rights committed by the partners, Associates, affiliates, or any third parties acting on our behalf.
- We do not tolerate the use of child labour, prison labour, or any form of forced labour, slavery or servitude.
- We use due diligence as a means to identify and prevent human rights risks to people in our business and value chain. Where we have identified adverse human rights impacts resulting from or caused by our business activities, we are committed to provide for or cooperate in, their fair and equitable

remediation. We seek to promote access to remediation where we are linked to or involved in those adverse impacts through our relationships with third parties.

- We believe in fair dealing practices and in a workplace in which all individuals are treated with dignity and respect. We do not tolerate discrimination against individuals on the basis of race, colour, gender, religion, political opinion, ethnicity, age, nationality or social origin, sexual orientation, or union membership.
- We aim to pay all employees and consultants fairly. We will enforce working hours to the best of our ability aligned with employment standards and provide fairly compensated overtime and pay for periodic holidays and time off.
- We respect the freedom of expression and right to associate of our employees and consultants, including their right to establish and to join organizations of their own choosing to bargain collectively and advance their occupational interests without our previous authorization or unreasonable interference.
- We do not tolerate threats, intimidation, or attacks against human rights defenders.
- In our relationships with clients, consultants, and third-party service providers, we do our utmost to avoid being complicit in adverse human rights impacts, including benefitting from the human rights violations caused by others.
- We monitor and try to continuously improve our human rights performance.

4.0 Steps Taken

4.1 To try and meet those commitments, we will aim to take several steps:

- Develop and implement supporting policies, procedures, training and internal reporting structures to embed this Policy throughout our Firm.
- Provide training on our human rights expectations to all new associates, employees and all relevant existing associates/ employees.
- Provide a safe and healthy workplace for all staff, consultants and visiting clients.
- Comply, and demand that all suppliers and consultants comply, with all national laws, the International Bill of Human Rights, and the ILO Core conventions.

- Conduct human rights due diligence for all new assignments and significant modifications to existing assignments where there is the potential for negative human rights impacts and seek to employ reasonable measures to mitigate those impacts.
- For relevant suppliers and third-party service providers, perform reasonable due diligence, insist that human rights terms and conditions be included in contracts (including compliance with this Policy), and require periodic human rights reporting, certifications and/or training.
- Promote fair competition, including respect for other law firms in similar assignments.
- Meaningfully engage with the local communities and other stakeholders affected by our operations to create and maintain transparent relationships built on mutual respect and trust.
- Establish and maintain a grievance mechanism for human rights complaints to be reported and addressed without any prejudice to the aggrieved person(s).
- Prevent, mitigate, and, where appropriate, remedy negative human rights impact that are caused, or contributed to, by our Firm. In situations where we are directly linked to negative human rights impacts because of activities in our value chain, we will seek to use our leverage to prevent or mitigate those impacts.
- Take appropriate action where we identify violations of this Policy by employees or consultants.
- Conduct periodic audits to give us confidence that we are meeting the letter and spirit of this Policy. We may conduct those audits ourselves or use external third parties. Where appropriate, we will establish performance improvement action plans to respond to the findings of these audits and reviews.
- Communicate this policy to our partners, associates, consultants and employees and make it available to the public through publication in our internet.

5.0 Scope of Policy

5.1 The Policy is applicable to our entire workforce of Lawfields Attorneys

Adopted by the Firm's Board of Partners on October 23, 2021.



Honest Joseph Lugalla
MANAGING PARTNER