

Human Rights Assessment Evaluation Report

Company Name: D.M. Wenceslao & Associates, Inc. (DMW)

Date: December 2024

Prepared by: DMW Sustainability Committee

Scope: DMW's own operations and supplier operations

Introduction

D.M. Wenceslao & Associates, Inc. (DMW) is committed to upholding the highest standards of human rights throughout its operations and supply chain. As part of its broader sustainability goals, DMW ensures that human rights considerations are embedded in both its operational practices and in its interactions with suppliers. This report summarizes the findings of the human rights assessment evaluation conducted in 2024, including scheduled and unscheduled visits to suppliers, alongside the findings from DMW's own operations.

1. DMW's Own Operations:

The human rights evaluation of DMW's own operations focused on labor conditions, health and safety practices, and employee treatment. The following key metrics were assessed:

- **Safe Work Environment:**
 - DMW achieved **1,067,600 safe man-hours** worked during the review period with **0 work-related injuries, 0 work-related fatalities, and 0 cases of work-related ill-health**.
 - There were **0 reported incidents of discrimination or harassment** in 2024, affirming the company's commitment to creating an inclusive, equitable, and respectful work environment.
 - Furthermore, there were **0 legal actions or employee grievances related to forced or child labor**, underscoring the company's compliance with labor laws and its commitment to upholding human rights.
- **Health and Safety Policies:**
 - DMW continues to adhere strictly to its occupational health and safety policies, ensuring proper training and protective measures for all employees. Weekly toolbox huddles, annual drills, and continuous safety monitoring contributed to the company's **zero lost time injury frequency rate (LTIFR) for both employees and site-based contractors** in 2024.
- **Diversity and Inclusion:**
 - DMW promotes a diverse workforce and ensures that no employee experiences discrimination based on gender, age, race, or disability.
 - In 2024, DMW's workforce totaled **453 employees**, of which **41% were women**. The company employs **6 employees openly identifying as LGBTQ+** and **7 persons with disabilities (PWDs)**. Importantly, the company reports **no gender pay gap issues** – the ratio of women's to men's wages across rank and file, officers, and middle management stands at approximately **1:1**.

- DMW's target for women to comprise **at least 40% of the workforce**, was already exceeded in 2024. These efforts demonstrate the company's active stance against gender discrimination and its continued commitment to inclusivity.
 - **Forced and Child Labor Prevention:**
 - DMW complies fully with national and international labor standards and regulations, ensuring that no forced or child labor is present within its operations. All employment is voluntary and hiring processes strictly adhere to the minimum legal age requirements.
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2. Supplier Operations:

As part of the human rights assessment, off-site visits were conducted for suppliers. These visits were both scheduled and unscheduled, to ensure that suppliers align with DMW's **Human Rights Commitment** and signed **Supplier Code of Conduct**.

- **Supplier Code of Conduct Compliance:**
 - All suppliers have signed and adhere to DMW's **Supplier Code of Conduct**, which enforces standards related to labor practices, working conditions, and environmental compliance.
 - The suppliers were found to be operating satisfactorily, with no evidence of non-compliance regarding forced or child labor, working conditions, or safety standards.
 - **Scheduled and Unscheduled Audits:**
 - Both scheduled and unscheduled visits revealed satisfactory adherence to human rights practices. Suppliers demonstrated a commitment to providing safe working environments and ensuring fair labor practices in line with DMW's policies.
 - No incidents of discrimination, harassment, or unsafe work environments were reported during the assessment period.
 - **Continuous Monitoring:**
 - DMW will continue to monitor supplier operations through periodic audits and unscheduled visits to ensure long-term adherence to its human rights policies.
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3. Mitigation & Remediation

DMW recognizes that despite strong policies and preventive measures, risks related to human rights may still arise in the course of operations or within the value chain. To address this, the company has established a clear mitigation and remediation framework to ensure that any potential or actual violations are managed swiftly, fairly, and transparently.

- **Mitigation Measures**

- **Risk Mapping and Monitoring:** DMW conducts periodic risk assessments of its operations and suppliers, with special attention to risks of child labor, forced labor, human trafficking, discrimination, and harassment.
- **Training and Awareness:** Employees, contractors, and suppliers are regularly oriented on the company's Human Rights Commitment, Supplier Code of Conduct, and grievance reporting channels.
- **Whistleblowing and Grievance Mechanisms:** A confidential reporting system allows employees and third parties to raise concerns without fear of retaliation. All reports are logged, assessed, and investigated promptly.
- **Preventive Audits:** Both scheduled and unannounced supplier audits are conducted to proactively identify and address risks before they escalate.

- **Remediation Measures**

- **Immediate Response:** When potential violations are reported, the case is escalated to Human Resources and Compliance for urgent investigation. Interim protective measures are applied as needed.
- **Corrective Actions:** If violations are substantiated, corrective measures are enforced, including mandatory training, disciplinary sanctions, or contract termination in cases of supplier non-compliance.
- **Support for Affected Individuals:** DMW provides appropriate support to any individual adversely affected by human rights violations, which may include counseling, medical assistance, or referral to legal and social services.
- **Continuous Improvement:** Lessons learned from any incident are integrated into updated policies, training modules, and risk-mitigation strategies.

4. Conclusion:

The **human rights assessment** of DMW's own operations and suppliers demonstrated strong alignment with DMW's core values and commitment to sustainability. The company's internal practices reflect a strong commitment to health, safety, and labor standards, while suppliers are also operating in accordance with DMW's **Human Rights Commitment**.

- **0 incidents** of work-related injuries, fatalities, discrimination, harassment, forced labor, or child labor were recorded in 2024.
- The company achieved **1,067,600 safe man-hours** with a **zero LTIFR**, underscoring its robust safety culture.
- DMW achieved a **41% female workforce**, meeting its target of at least 40% women and **no gender pay gap issues**.
- Supplier assessments confirmed **compliance** with DMW's Supplier Code of Conduct, with no adverse findings.

DMW's ongoing commitment to human rights will be continuously assessed through regular audits, education initiatives, and by promoting transparency across the supply chain. This will ensure that human rights are consistently prioritized throughout all levels of the organization and its suppliers.

5. Next Steps:

DMW will maintain its leadership in upholding human rights and expand efforts in monitoring and auditing to remain aligned with global best practices.

Prepared by:

Sustainability Committee

D.M. Wenceslao & Associates, Inc.