

# CIYAZA INDUSTRIES LIMITED

## Annual Reporting on Responsible Sourcing and Due Diligence Mechanism

Doc. No.CIL-ARN-003

	Name	Designation-Department	Date
Prepared By	MS. TANIYA MAJUMDAR	RJC Compliance Officer	04/04/2025
Checked By	MR. NILESH BALDHA	DIRECTOR	04/04/2025
Approved By	MR. NILESH BALDHA	DIRECTOR	04/04/2025
Next Review Date	04/04/2026		

# CIYAZA INDUSTRIES LIMITED

<b>Date:</b>	<i>[04/2025]</i>
<b>Reporting period:</b>	<i>[04/2024] to [03/2025]</i>
<b>OECD Due Diligence Guidance</b>	<b>Action taken</b>
<i>Step 1: Establish strong company management systems</i>	
<b>1.A Adopt, and clearly communicate to suppliers and the public, a company policy for the supply chain of minerals originating from conflict-affected and high-risk areas.</b>	<p>Sourcing Policy has been established with document no.CIL-POL-015.</p> <p>Sourcing Policy communicated to internal interested parties through training and also displayed on notice board.</p> <p>Sourcing Policy has been communicated to external interested parties through email communications, made publically available on <b>CIYAZA INDUSTRIES LIMITED</b> official website and also displayed on notice board in office premises so that visitors can have access to it.</p>
<b>1.B Structure internal management systems to support supply chain due diligence.</b>	<p>The Company has prepared Manuals for Sourcing compliance and due diligence which includes procedure for risk assessment, methods for identification of red flags, risk mitigation etc.</p> <p>Training on responsible sourcing has been imparted to relevant personnel.</p> <p>The company has appointed senior official MS. TANIYA MAJUMDAR who bears the competence, knowledge and experience to be responsible for implementing due diligence management system.</p>
<b>1.C Establish a system of controls and transparency over the minerals supply chain.</b>	The Company collects supplier details through KYC/KYS documents from each associated parties which include Business registration documents,

# CIYAZA INDUSTRIES LIMITED

	<p>Completed KYC questionnaire. Also checks against relevant government lists for individuals or organisations implicated in money laundering, fraud or involvement with prohibited organisations and/or those financing conflict.</p> <p>The company collects all information pertaining to physical description and origin of supplies from suppliers for each parcel through Invoice and sales document.</p> <p>The company has established supplier packet and shared with all the suppliers along with the company's requirement and obligations to comply with OECD requirements to make engagement with suppliers, the supplier packet which contains questions related to sourcing, their supplier due diligence mechanism etc.</p>
<b>1.D Strengthen company engagement with suppliers.</b>	<p>The company has established supplier's packet and shared with all the suppliers along with OECD requirements and its 5 steps of due diligence mechanism.</p> <p>The suppliers packet also contains agreement to take reasonable steps to ensure that all the supplies are supplied in accordance with Company's policy on supply chain/sourcing.</p>
<b>1.E Establish a company-level, or industry wide, grievance mechanism as an early warning risk-awareness system.</b>	<p>The company has established this grievance procedure to hear concerns about circumstances in the supply chain involving supplies from conflict-affected and high-risk areas.</p> <p>The company shares supply chain/sourcing policy to contact to register grievance.</p>

# CIYAZA INDUSTRIES LIMITED

The company also maintains grievance register to keep records on monthly basis.

## Step 2: Identify and assess risk in the supply chain

**Identify and assess risks in the supply chain and assess risks of adverse impacts.**

The company has conducted risk assessment of all the suppliers based on information from supplier's packet, government assessments and from official websites.

No any red flag identified nor any suppliers found from conflict affected high risk areas.

## Step 3: Design and implement a strategy to respond to identified risks (if applicable)

**Report findings of the supply chain risk assessment to the designated senior management of the company.**

**MS. TANIYA MAJUMDAR** receives the findings of risk assessments.

**Devise and adopt a risk management plan.**

The company has established risk mitigation plan to respond to the risks and impacts if identified.

**Implement the risk management plan and monitor performance of risk mitigation efforts.**

The company has developed a Monitoring and evaluation plan to monitor and track the effectiveness of mitigation measures, including the results of follow-up activities after six months to evaluate significant and measurable improvement.

**Internal training**

The company has imparted trainings to all relevant employees in the month of February 2025 & August 2024.

# CIYAZA INDUSTRIES LIMITED

<b>Communications</b>	The company takes feedback from stakeholders if any risk identified and based on procedure to summaries the outcome of your engagement with relevant stakeholders.
<b>OPTIONAL INFORMATION ON Step 4: Carry out independent third-party audit</b>	
<b>Annual audit</b>	The company has appointed an independent third-party auditor Mr. Jatin Patel who conducted audit twice in a year and last audit conducted for the period of October 2024 to March 2025 and April 2024 to September 2024 and no any non - conformances identified.
<b>Grievances and remediation</b>	The company has not received any grievance in the assessment year.

# CIYAZA INDUSTRIES LIMITED

Doc. No: CIL-CRA-013

## GRIEVANCE MECHANISM

Date: 07/04/2025

**CIYAZA INDUSTRIES LIMITED** LLP has established this grievance procedure to hear concerns about circumstances in the supply chain involving Metals and minerals from conflict-affected and high-risk areas.

MS. TANIYA MAJUMDAR is responsible for implementing and reviewing this procedure.

Concerns can be raised by interested parties via email or telephone to:

<b>Name</b>	MS. TANIYA MAJUMDAR
<b>Mobile phone</b>	+91 95377 70327
<b>Email address</b>	<a href="mailto:accounts@ciyazachains.com">accounts@ciyazachains.com</a>

On receiving a complaint, we will aim to:

- Get an accurate report of the complaint.
- Explain our complaint procedure.
- Find out how the complainant would like it addressed/resolved.
- Assess the eligibility of the complaint and, where applicable, decide who should handle it internally. In cases where we are unable to address the complaint internally (e.g. where our company is too far removed from the origin of the issue raised in the complaint), we may redirect it to a more appropriate entity or institution, such as the relevant supplier or industry body.
- Where the issue can be handled internally, seek further information where possible and appropriate.
- Identify any actions we should take including hearing from all parties concerned, and monitoring the situation.
- Advise the complainant of our decisions or outcomes.
- Keep records on complaints received and the internal process followed, for at least five years.

# CIYAZA INDUSTRIES LIMITED

**DOC. NO: CIL-POL-001**

## **POLICY STATEMENT FOR CHILD LABOUR**

- No form of child labour should be employed at **CIYAZA INDUSTRIES LIMITED**.
- The minimum age for employment that will be applicable is fifteen (As per ILO Convention No. 138).
- For authorized adolescents (persons below 18 years of age but above 15 years), the entity management is responsible for providing working conditions, hours of work and wages in compliance with applicable local laws as a minimum.
- If a child is found working at **CIYAZA INDUSTRIES LIMITED** either own or subcontracted, the responsibility of rehabilitation will be undertaken by the management.
- The above policies will also be applicable to subcontracted labour.

**CIYAZA INDUSTRIES LIMITED**

**Date: 03/03/2025**

# CIYAZA INDUSTRIES LIMITED

DOC. NO: CIL-POL-002

## Policy Statement of Forced Labour

The policies relating to this section are part of the Business Policies adopted by CIYAZA INDUSTRIES LIMITED and are presented below for reference:

- a. The management of **CIYAZA INDUSTRIES LIMITED** are fully committed to ensuring that forced or involuntary, bonded, indentured or prison labour, is not practiced nor used in any form at any of its facilities. **CIYAZA INDUSTRIES LIMITED** shall ensure that there is no restriction in the freedom of movement of employees and dependents. Any reported incidents relating to forced labour will be considered as a serious violation of the Business Policies.
- b. The following definitions will be applicable:
  - The Universal Declaration of Human Rights that states that 'No one shall be held in slavery or servitude'
  - ILO Convention 29, which defines forced or compulsory labour as 'all work or service which is extracted from any person under the menace of any penalty, and for which the said person has not offered himself voluntarily'

CIYAZA INDUSTRIES LIMITED

Date: 03/03/2025

# CIYAZA INDUSTRIES LIMITED

DOC. NO: CIL-POL-007

## Policy Statement of Human Rights

- ❖ We, CIYAZA INDUSTRIES LIMITED, recognise our responsibility to respect human rights. We believe that our business has a role to play in protecting and promoting human rights.
- ❖ CIYAZA INDUSTRIES LIMITED is committed to respect internationally recognised human rights throughout our operations and supply chains. In line with the UN Guiding Principles on Business and Human Rights, our Policy is based upon the international standards enshrined in the Universal Declaration of Human Rights and the International Labour Organization's (ILO) Declaration on Fundamental Principles and Rights at Work.
- ❖ Human rights refer to a set of basic rights and freedoms that belong to every person in the world, regardless of where they are from, what they believe or how they choose to live their life. It is a broad concept, with economic, social, cultural, political and civil dimensions. For CIYAZA INDUSTRIES LIMITED, respecting human rights means ensuring that any person involved in, or coming into contact with, our operations, supply chains and products is treated with dignity, respect, fairness and equality.
- ❖ Our Policy sets out overarching principles for how we conduct business at CIYAZA INDUSTRIES LIMITED, together with our employees and business partners, we are committed to drive forward the implementation of this Policy throughout our operations and supply chains. We recognise unique challenges to these standards may arise and we will work to address these challenges in partnership with relevant partners and stakeholders.
- ❖ Code of Conduct & RJC COP as reference as well as the related to labour rights, working conditions and health & safety.
  1. Employment is freely chosen
  2. Freedom of association
  3. Working conditions are safe and hygienic
  4. Child labour shall not be used
  5. Living wages are paid
  6. Working hours are not excessive
  7. No discrimination is practiced
  8. Regular employment is provided
  9. No harsh or inhumane treatment is allowed

# CIYAZA INDUSTRIES LIMITED

- ❖ CIYAZA INDUSTRIES LIMITED, will continuously work to embed this Policy throughout the relevant processes and procedures of the company to ensure its effective implementation.
- ❖ We recognise that we must take steps to identify and address any actual or potential adverse impacts, whether they are directly or indirectly linked to our business activities or relationships.
- ❖ We understand that human rights due diligence is a dynamic, on-going process which requires acting on the findings, tracking our actions, and communicating to our stakeholders how we address impacts.
- ❖ As our human rights risks and impacts may vary over time, this policy will be subject to review if proven inadequate by our human rights due diligence process.

**CIYAZA INDUSTRIES LIMITED**

**Date: 03/03/2025**

# CIYAZA INDUSTRIES LIMITED

**Doc. No: CIL-POL-008**

## **Policy Statement Bribery and Facilitation Payments**

The policies relating to this section are part of the Business Policies adopted by HR and are presented below for reference:

- A. **CIYAZA INDUSTRIES LIMITED** is committed to prohibit bribery in all business practices and transactions that are carried out by the company or on its behalf by business partners. The company will not offer, accept or countenance any payments, gifts in kind, hospitality, expenses or promises as such that may compromise the principles of fair competition or constitute an attempt to obtain or retain business for or with, or direct business to, any person; to influence the course of the business or governmental decision – making process.
- B. **CIYAZA INDUSTRIES LIMITED** considers Bribery Risk as it applies to its organization (including agents) to identify which areas pose high risks. **CIYAZA INDUSTRIES LIMITED** has developed appropriate methods to monitor conduct of employees and agents and eliminate bribery based on this understanding.
- C. The management of **CIYAZA INDUSTRIES LIMITED** facilitates the reporting of incidences of attempted bribery or inappropriate gifts within their organization and shall apply appropriate sanctions for bribery and attempted bribery in all forms.
- D. **CIYAZA INDUSTRIES LIMITED** ensures that no employee will suffer demotion, penalty or other adverse consequences for voicing a concern, or for refusing to pay a bribe or facilitation payment even if this action may result in the enterprise losing business.

**CIYAZA INDUSTRIES LIMITED**

**Date: 03/03/2025**

# CIYAZA INDUSTRIES LIMITED

DOC. NO: CIL-POL-015

## Policy Statement Use of Supply Chain

CIYAZA INDUSTRIES LIMITED is engaged in **gold jewellery manufacturing and/or trading**. The company is committed to ensuring that all material sourced and handled within the supply chain is **responsible, ethical, and compliant** with national and international due diligence standards.

a. The company shall **complete due diligence checks** before entering into any business relationship.

All suppliers of **gold** must comply with applicable laws, regulations, and responsible sourcing requirements.

b. The company shall ensure that all its activities are in line with:

- **OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict-Affected and High-Risk Areas**
- **Universal Declaration of Human Rights** by the United Nations
- **Responsible Conflict-Free Gold Sourcing Principles**

c. The company **prohibits procurement from Conflict-Affected and High-Risk Areas (CAHRAs)** and is fully committed to compliance with:

- **Anti-Money Laundering (AML) regulations**
- **Combating the Financing of Terrorism (CFT) requirements**

d. Relevant Employees shall be **trained periodically** on:

- Responsible Gold Sourcing Requirements
- Supply Chain Due Diligence Process
- Documentation and Transaction Verification Procedures

Support shall also be provided to suppliers and business partners for meeting these requirements.

e. The company shall conduct **risk assessments** of its supply chain. The company shall **not enter** or shall **discontinue/suspend** business with any supplier involved in:

- Conflict-affected or illegal sourcing
- Human rights violations (e.g., Forced Labor, Child Labor, Inhuman Treatment)
- Abuse, Violence, Terrorism, War Crimes, or Crimes Against Humanity

# CIYAZA INDUSTRIES LIMITED

- Bribery, Corruption, or Illegal benefit to security forces or criminal organizations

f. The company shall perform **Know Your Customer (KYC)** verification and **Counterparty Due Diligence** for all suppliers of gold and related materials at regular intervals. Risk-based controls and monitoring actions shall be implemented for all commercial transactions.

g. A senior officer shall be **assigned responsibility** for overseeing the Supply Chain Due Diligence and Compliance System.

In case of any suspected or confirmed violation of this policy, the **Compliance Officer** shall report the matter to senior management for appropriate action.

h. A **risk assessment mechanism** is established to review suppliers. Any Supplier rated as **High-Risk** shall be **Flagged** and reported to Senior Management for review and decision.

## Grievance Mechanism

Any stakeholder may raise concerns related to:

- Responsible Sourcing
- Supply Chain Integrity
- Due Diligence Practices

All such concerns will be treated **confidentially**.

No retaliatory or adverse action shall be taken against any reporter or whistleblower.

**Email for submitting Complaint/Grievance/Suggestion:**

Please share your Complaint/Grievance/Suggestion on [accounts@ciyazachains.com](mailto:accounts@ciyazachains.com)

CIYAZA INDUSTRIES LIMITED

Date: 03/03/2025

# CIYAZA INDUSTRIES LIMITED

Doc. No: CIL-POL-23

## RJC Compliance Policy

The Responsible Jewellery Council (RJC) is a not-for-profit organization with the following mission:

“To advance responsible ethical, social and environmental practices, which respect human rights, throughout the diamond and gold Jewellery supply chain, from mine to retail”

RJC’s “Code of Practices” defines responsible ethical, human rights, social, and environmental practices, applicable to all RJC members.

**CIYAZA INDUSTRIES LIMITED** has become a member of RJC and is fully committed to the Code of Practices.

We strongly encourage all our business partners to follow and implement the various requirements of the RJC system. More information about the Program is available on the internet site <http://www.responsiblejewellery.com>.

We encourage your co-operation in adopting the standard and ensuring that the entire diamond industry is seen as a role model in setting high standards with respect to business, social and environmental responsibilities.

**CIYAZA INDUSTRIES LIMITED**

**Date: 03/03/2025**

# CIYAZA INDUSTRIES LIMITED

## REPORTING

### COP 6 & 7: HUMAN RIGHTS & DUE

### DILIGENCE

# CIYAZA INDUSTRIES LIMITED

## COP 6 & 7: HUMAN RIGHTS & DUE DILIGENCE

### CONTACT INFORMATION

COMPANY NAME: CIYAZA INDUSTRIES LIMITED

DATE: 10/04/2025

REPORTING PERIOD: April 2024 to MARCH 2025

CONTACT:

### COMPANY MANAGEMENT SYSTEMS

CIYAZA INDUSTRIES LIMITED have the following policies in place, detailing our commitment to respect human rights throughout our supply chain and our supply chain due diligence on Jewellery goods from conflict-affected and high-risk areas. CIYAZA INDUSTRIES LIMITED endorse these policies to our suppliers and stakeholders by distributing them via Email, these policies can also be accessed by our internal stakeholders via notice board display & contact compliance manager and externally via Email.

### Reference Document:

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR		
S.NO	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-POL-16	Policy Statement of RJC Compliance	MARCH 2025	MARCH 2026
2	CIL-POL-07	Policy Statement of Human Rights	MARCH 2025	MARCH 2026
3	CIL-POL-15	Policy Statement of Supply Chain	MARCH 2025	MARCH 2026

# CIYAZA INDUSTRIES LIMITED

## COMPANY IMPLEMENTED SYSTEM

### A. Supply Chain Due diligence:

To support supply chain due diligence, we have implemented the following internal measures:

1. Appointment of Senior Manager **MS. TANIYA MAJUMDAR** is responsible for overseeing supply chain due diligence.
2. Establishment and implementation of Human rights and Supply chain policy.
3. **MS. TANIYA MAJUMDAR**, Senior manager is responsible for the same.
4. Conducting Human right due diligence review once in six months to identify and mitigate human rights risk in our products and services.
5. Communication of human rights system to stakeholders and suppliers through Email.

### Reference Document:

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.NO	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-AML-01	Appointment order of Senior Manager	JAN-2025	-
2	CIL-POL-07	Policy Statement of Human Rights	MARCH 2025	MARCH 2026
3	CIL-POL-15	Policy Statement of Supply Chain	MARCH 2025	MARCH 2026
4	CIL-HRT-014	Human rights Due diligence	January 2025	JULY 2025

# CIYAZA INDUSTRIES LIMITED

## B. Supply Chain Transparency Control

**CIYAZA INDUSTRIES LIMITED** have established a system of controls and transparency over our supply chain, which include our approach for identifying suppliers and identifying sources of our materials.

1. The company shall purchase/sale Jewellery that are fully compliant with Legal Requirements.
2. The company shall ensure that all of its respective activities are in line with the OECD Due Diligence Guidelines, The Responsible Jewellery Council Standard and as per Universal Declaration on Human Rights laid down by United Nations.
3. Relevant Employees shall be trained on the Supply Chain & Due Diligence Requirement and OECD guideline at regular interval. We shall also provide support to our business partners and stakeholder for the same.
4. The company shall carry out risk assessment for its supply chain and shall not enter into any business relationship or if may require then shall suspend/discontinue the engagement with any such supplier involved in dealing with Conflict-Affected and High-Risk areas
5. The company shall verify counterparty details, including the Know Your Supplier (KYS) for any precious metals supplying Counterparties at regular interval.
6. As a company we communicate our expectations regarding human rights and supply chain due diligence by through Email at frequent intervals. In addition to this, we also take following steps to strengthen our engagement with suppliers; Conducting due diligence on human rights and responsible sourcing once to achieve continual improvement.

### Reference Document:

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.NO	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-CRA-001	Due Diligence procedure	April 2025	April 2026
2	CIL-CRA-001	Due diligence Responsible sourcing	April 2025	April 2026
3	CIL-ARN-001	Annual reporting Responsible sourcing	April 2025	April 2026

# CIYAZA INDUSTRIES LIMITED

## A. Grievance Mechanism

Our grievance mechanism for internal stakeholders can be accessed via contacting senior manager, grievance register and suggestion box. Our external grievance mechanism is available via Email to [accounts@ciyazachains.com](mailto:accounts@ciyazachains.com) The employee responsible for these grievance mechanism(s) is **MS. TANIYA MAJUMDAR**.

The purpose of this Grievance mechanism is to outline a process through which any stakeholder can understand due diligence and supply chain integrity policy of the organization. The identity of the person who so ever has registered a concern shall be kept confidential and no retaliatory action shall be taken against any whistle blower. For anonymous submissions, you may refrain to provide your contact information.

Please share your Complaint/Grievance/Suggestion on [accounts@ciyazachains.com](mailto:accounts@ciyazachains.com) **MS. TANIYA MAJUMDAR** is responsible for implementing and reviewing this procedure.

Concerns can be raised by interested parties via email or telephone to:

<b>Name</b>	MR. MS. TANIYA MAJUMDAR
<b>Mobile phone</b>	+91 83064 04970
<b>Email address</b>	<a href="mailto:accounts@ciyazachains.com">accounts@ciyazachains.com</a>

### Reference Document:

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.N	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-POL-15	Policy Statement of Supply Chain	MARCH 2025	MARCH 2026
2	CIL-CRA-12	CAHRA Grievance register	Monthly	Monthly

# CIYAZA INDUSTRIES LIMITED

## B. IDENTIFIED & ASSESSED RISKS

We assess our own and supplier's due diligence practices and those relating to human rights by conducting due diligence for Human rights process.

During our assessment of our own and our supplier's due diligence practices and those relating to human rights, we identified the low risks within our supply chain. So, there is no further action required.

### Reference Document:

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.NO	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-HRT-014	Human rights Due diligence	JANUAR Y 2025	JULY 2025
2	CIL-HRT-007	Human rights Breach incidents register	Monthly	Monthly

As a result of these risks being identified we have also taken the following steps to enhance our internal systems and controls:

1. Mitigation control plan is established and implemented
2. Monitoring documents is established and implemented.
3. Appointment of Responsible person for monitoring.

# CIYAZA INDUSTRIES LIMITED

## C. Strategy:

Our risk assessment findings are received by Partner of **CIYAZA INDUSTRIES LIMITED**

To respond to the risks identified within our supply chain, we took the following steps to design and implement a risk management plan. Our risk management plan consists of the following: mitigation plan, monitoring document, responsible person for monitoring and next review date.

In addition to this, we evaluated improvement of this risk after six months through due diligence process.

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.NO	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-HRT-014	Human rights Due diligence	JANUARY 2025	JULY 2025
2	CIL-HRT-007	Human rights Breach incidents register	Monthly	Monthly
3	CIL-CRA-001	Due diligence Responsible sourcing	April 2025	April 2026
4	CIL-ARN-001	Annual reporting Responsible sourcing	April 2025	April 2026

## D. Training and Capacity Building:

**CIYAZA INDUSTRIES LIMITED** has provided the training regarding human rights and other RJC requirements to our employees in February 2025; this training included information on human rights process in our organization. We have also provided training regarding our due diligence activities to all of our employees on same date; this training included information on due diligence process in our organization.

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.NO	REF .NO	DOCUMENT NAME	TRAINING DATE	NEXT TRAINING DATE
1	CIL-TRN-002	Training records	February 2025	August 2025

# CIYAZA INDUSTRIES LIMITED

## E. Due diligence communication:

**CIYAZA INDUSTRIES LIMITED** communicate to our stakeholders regarding our due diligence activities and efforts to prevent human rights risks. This communication is in the form of Email. When a human rights risk is identified we communicate the risk and how we are addressing it to potentially affected stakeholders by Email.

Since our last report no grievances have been raised regarding human rights risks or our supply chain due diligence:

RESPONSIBLE PERSON NAME & DESIGNATION		MS. TANIYA MAJUMDAR (Senior Manager)		
S.NO	REF .NO	DOCUMENT NAME	ISSUE DATE	NEXT REVIEW DATE
1	CIL-HRT-014	Human rights Due diligence	JANUARY 2025	JULY 2025
2	CIL-HRT-007	Human rights Breach incidents register	Monthly	Monthly
3	CIL-CRA-001	Due diligence Responsible sourcing	April 2025	April 2026
4	CIL-ARN-001	Annual reporting Responsible sourcing	April 2025	April 2026

## F. Carry out a third party audit (optional information)

**CIYAZA INDUSTRIES LIMITED** has joined the RJC in 2025 and has been planning to achieve certifications.

In support of our continuous improvement journey, our latest third-party RJC audit planned on within our organisation against the RJC COP 2019 In 2025.