MEMORANDUM

FOR: **ALL CONCERNED**

SUBJECT: **QCU EMPLOYMENT POLICY AGAINST MODERN SLAVERY, FORCED LABOR, AND CHILD LABOR**

DATE: **October 6, 2025**

Quezon City University (QCU) reaffirms its commitment to ethical employment practices and the protection of human rights. Building on the principles of merit, equality, and fairness established in the QCU Administrative Manual, the University adopts a strict policy of zero tolerance for modern slavery, forced labor, human trafficking, and child labor.

1. Prohibition of Exploitative Practices
a. QCU shall not employ, engage, or contract any person under conditions of forced labor, debt bondage, or trafficking.
b. Employment of persons below the minimum legal working age, as provided by Philippine law, is strictly prohibited.

2. Fair and Voluntary Employment
a. All employees must work under free and informed consent, with the right to just compensation and safe working conditions.
b. Workers shall not be coerced to perform duties under threat, intimidation, or loss of liberty.

3. Monitoring and Accountability
a. The Human Resource Management Division (HRMD) shall ensure that all recruitment, contracting, and subcontracting adhere to ethical labor standards and Philippine laws.
b. Partner agencies, suppliers, and concessionaires must also comply with this policy.

4. Grievance and Protection
a. Any employee or student may report violations through established grievance channels.
b. Retaliation against individuals reporting suspected exploitation is strictly prohibited and subject to disciplinary action.

This policy strengthens QCU's governance framework and affirms its alignment with SDG 8 (Decent Work and Economic Growth) and SDG 16 (Peace, Justice, and Strong Institutions), ensuring that the University is a safe, just, and sustainable workplace.

For strict compliance.

THERESITA V. ATIENZA, DEM
University President

Cc: *Office of the Vice President for Academic Affairs*
Office of the Vice President for Administration and Finance
Records Management Office