



Supplier Policy Statement and Code of Conduct

At Indoco, we are always driven by our commitment to always do the **right thing for our customers, our people, and our communities.**

We are committed to social impact and strive for sustainability across every function, **including procurement.**

Our Supplier Policy and Code of Conduct mentions set of rules for protection of environment, health and safety and human rights.

In accordance with our commitment to the highest standards, we expect our suppliers to aspire to the same standards in their business operations.

I. **Use of Indoco Property**

Supplier is responsible for the proper use of Indoco property, and must safeguard it against loss, damage, misuse or theft. Indoco property is provided to Supplier for business purposes only.

II. **Responsible Sourcing**

Indoco expects from suppliers to follow high standards for responsible sourcing. Indoco also advances responsible sourcing in suppliers through risk assessments and capacity building.

III. **Working Conditions, Labor Practices and Human Rights**

i. **Workplace Health and Safety**

Indoco expects its Suppliers to strive to implement the standards of occupational health and safety at a high level.

Supplier shall comply with applicable occupational health and safety regulations and provides a work environment that is safe and conducive to good health, in order to preserve the health of employees and prevent accidents, injuries and work-related illnesses.

ii. **Child and Forced Labour**

Indoco expects its suppliers that only workers over and above the age of eighteen will be deployed in its operations which will be substantiated with relevant documentary evidence of legal proof of age.

Adherence to non-deployment of forced labour across all its operations is also expected from suppliers

iii. **Freedom of association and Collective Bargaining**

Indoco supports the principle of freedom of association and favours the effective recognition of the right to collective bargaining.



iv. Non-Discrimination and Harassment

Supplier must not engage in any unlawful discriminatory or harassing conduct on our facilities or directed at anyone in the workplace. Discrimination or harassment based on race, colour, religion, national origin, citizenship, ancestry, gender (including pregnancy), gender identity, age, disability, marital status, sexual orientation, or other protected characteristic or status is strictly prohibited.

IV. Business Ethics Standards

i. Anti-Corruption

Suppliers are expected not to engage in corruption, bribery, extortion or embezzlement in any form. Suppliers shall not offer or accept bribes or other means to obtain an undue or improper advantage. Suppliers must uphold fair business standards in advertising, sales, and competition.

ii. Fair Competition

Suppliers are expected to conduct their business in line with fair competition.

iii. Compliance

Indoco reserves the right to ask Supplier to re-affirm compliance with this Code of Conduct and to check compliance with applicable laws, to terminate the related services contract with Supplier in the event of noncompliance.

V. Environment

Suppliers are expected to comply with all applicable environmental laws, regulations and standards as well as implement an effective system to identify and eliminate potential hazards to the environment. Suppliers should wherever possible support a precautionary approach to environmental matters, undertake initiatives to promote greater environmental responsibility.

i. GHG Emissions and Renewable Energy

Indoco encourages suppliers through capacity building to implement improvements in their own activities to reduce carbon emissions by increasing energy efficiency, purchasing energy from renewable or low GHG sources, and investing in sources of renewable energy.

ii. Water quality and consumption

Suppliers are encouraged to adopt technologies and procedures that minimise the use of water and to recycle and reuse water wherever possible.

iii. Responsible Chemical Management and Waste Disposal

Indoco requires its suppliers to have in place procedures for the responsible management of chemicals and other hazardous waste.



iv. Conflict Minerals

Suppliers are expected to ensure that the goods provided to Indoco are in compliance with requirements covered under the scope of all relevant regulations. In particular, you will

- Implement a policy regarding conflict minerals and exercise due diligence to investigate the source of these minerals.
- Respond in a timely manner to Indoco's requests for evidence of your compliance with these requirements.