

Effective Date : 16th Oct 2023

Revision : R0



Chemistry of Success at Work

Supplier Code of Conduct

Meghmani Organics Limited

(Formerly known as Meghmani Organochem Limited)

Registered & Corporate office

1 st to 3rd Floor, Meghmani House
B/H.Safal Profitaire, Corporate Road,
Prahlad Nagar, Ahmedabad 380015

Phone : +91-79-7176 1000

Website : <http://www.meghmani.com>

Email : helpdesk@meghmani.com

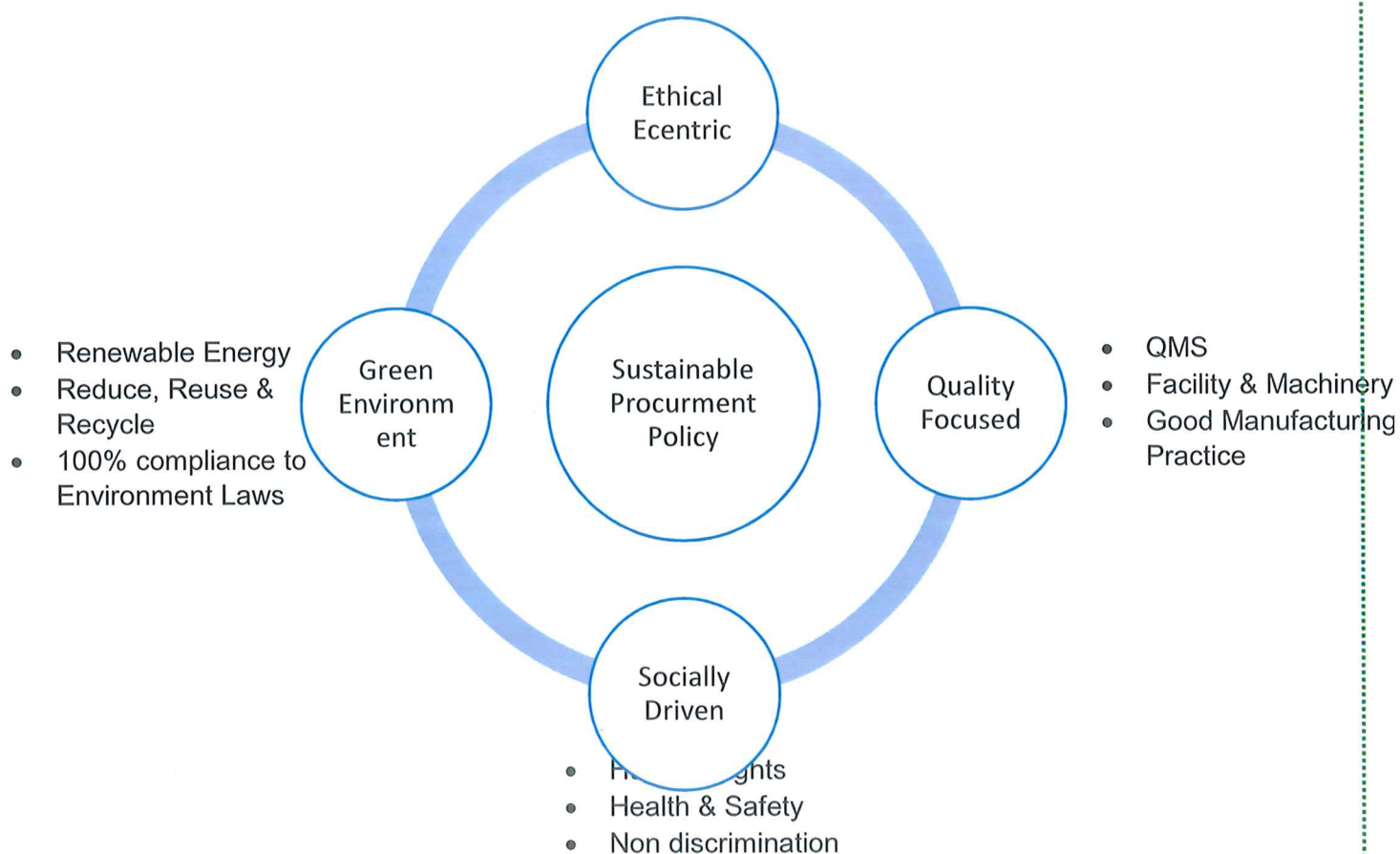
CIN : U24299GJ2019PLC110321

A handwritten signature in black ink, appearing to be 'S. P. Shah', is located in the bottom right corner of the page.

Supplier Code of Conduct

We, at Meghmani Organics Limited conduct our business activities in a fair and transparent manner with high ethical & moral standards. Accordingly, we have evolved, below placed 'Supplier Code of conduct' in adherence to our "Sustainable Procurement Policy"

- Business Ethics
- Compliance with Law
- Anti-Corruption



1.0 Four pillars of Supplier code of conduct :

We strongly believe that high ethical standards are essential for sound business relationships. We expect our Suppliers (i.e. one who supply the Material and / or Service) to share this commitment while conducting their business with us and with their suppliers too. Please make your employees aware of our "Supplier code of conduct"

i) Ethical Eccentric :

Compliance with Laws:

Supplier's personnel and operations shall operate in full compliance with the laws of their respective countries and with all other applicable laws, rules, and regulations. Additionally, Suppliers will ensure

that products, services and shipments for Meghmani Organics Limited adhere to all applicable international trade compliance laws, rules, and regulations.

Ethics :

Suppliers shall commit to the highest standards of ethical conduct when dealing with its employees, suppliers and customers.

Suppliers shall prohibit any and all forms of corruption, extortion, and embezzlement by its employees, officers, directors or agents.

Suppliers shall adhere to standards of fair business, advertising, and competition.

Suppliers shall not offer or accept bribes or other means to obtain an undue or improper advantage.

Suppliers shall accurately record and disclose information regarding their business activities, structure, financial situation, and performance in accordance with applicable laws and regulations as well as prevailing industry business practices.

Suppliers shall respect intellectual property rights and safeguard customer information. Transfer of technology and know-how shall be done in a manner that protects intellectual property rights.

Suppliers shall implement processes as well as procedures and exercise due diligence to detect and avoid counterfeit parts.

Suppliers shall implement a comprehensive business continuity plan throughout its operations and supply chain to preserve the safety of workers, protect physical property from loss and damage, safeguard intellectual property, prevent interruptions in the manufacturing process and ensure the integrity of shipments at the point of origin.

Suppliers shall implement processes to address the confidentiality and protection of an employee who in good faith raises a concern, makes a report, or assists with an investigation related to potential ethical or criminal violations.

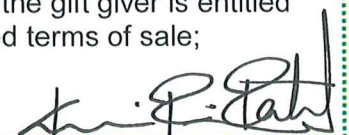
Anti-Corruption & Fraud :

Meghmani Organics Limited is committed to complying with anti-corruption laws that prohibit bribes, kickbacks, Fraud or other corrupt actions to obtain or retain business or obtain any improper advantage. All suppliers are expected to comply with applicable anti-corruption laws while conducting business on behalf of Meghmani Organics Limited. Suppliers are prohibited from directly or indirectly receiving any form of bribe, kickback, fraud or other corrupt payment, to or from any person or organization, including government agencies or officials, private companies or employees of those private companies.

Gift and Entertainment:

Meghmani Organics Limited recognizes that it is customary for some of its suppliers, customers and other business associates to occasionally give small gifts or offer modest business entertainment to those with whom they do business. It is important, however, that these gifts and entertainment events do not affect an employee's business judgment, or give the appearance that judgment may be affected. When doing business with or conducting business on behalf of Meghmani Organics Limited, Supplier may, for legitimate business purposes: (i) offer gifts or entertainment to suppliers, customers or other business associates; or (ii) accept gifts or entertainment offered by suppliers, customers or other business associates; provided, however, that in each instance the gift or entertainment :

- is unsolicited;
- is not a bribe, kickback or other illegal or illicit payment;
- is not given in exchange for any consideration;
- would not embarrass Meghmani Organics Limited if disclosed publicly;
- does not create the appearance (or an actual or implied obligation) that the gift giver is entitled to preferential treatment, an award of business, better prices or improved terms of sale;



- Should not have value of more than US \$ 40 (i.e. Indian Rupee 3,000);

Any supplier that violates the provisions any of above 7 clauses, when conducting business on behalf of and / or with Meghmani Organics Limited, risks immediate loss of all existing and future Meghmani Organics Limited business.

ii) Social Focused :

Human Right :

Suppliers shall uphold the human rights of workers & treat them with dignity and respect.

Suppliers shall employ only workers who meet the applicable minimum legal age requirement, except that in no event shall Supplier employ any person under the age of 16, even if local law permits otherwise. Suppliers shall also comply with all other applicable child labor laws according to local regulations.

Suppliers shall not use any indentured or forced labor, slavery or servitude.

Suppliers plants shall set working hours, wages and over-time pay in compliance with all applicable laws. Workers shall be paid at least the minimum legal wage or a wage that meets local industry standards, whichever is greater.

Supplier shall respect employees' right to join or not join any lawful organization, including trade unions and works councils, and shall comply with all applicable local and national laws pertaining to freedom of association and collective bargaining.

Health & Safety :

Meghmani Organics Limited is committed to being a responsible leader in safeguarding the health and safety of our employees and protecting the environment.

While suppliers are on-site at Meghmani Organics Limited's location or at their customer location on behalf of us, suppliers shall comply with best Safety Policy and any site-specific requirements.

Suppliers shall ensure a safe work environment and minimize physical and chemical hazards through proper design, engineering and administrative controls, preventative maintenance and safe work procedures as well as ongoing safety training.

Suppliers shall provide workers with appropriate personal protective equipment where hazards cannot be adequately controlled by other means.

Suppliers shall provide and properly maintain physical guards, interlocks, and barriers where machinery presents an injury hazard to workers.

Suppliers shall minimize the impact of emergency situations through the implementation of emergency plans and response procedures.

Non Discrimination :

Suppliers shall treat employees with dignity and respect and will not engage in or permit corporal punishment, threats of violence, or other forms of harassment or discrimination based on gender, race, color, religion, ethnicity, age, sexual orientation, national origin, disability, or any other legally protected characteristic.

Suppliers shall employ workers on the basis of their ability to do the job, not on the basis of their personal characteristics or beliefs (including race, color, gender, nationality, religion, and age, maternity or marital status).



iii) Green Environment:

At Meghmani Organics Limited environmental considerations are an integral part of our business practices and the production of Quality products. Meghmani Organics Limited's suppliers shall comply with all applicable environmental laws and regulations.

Suppliers shall comply with regulated substance specifications and with any applicable laws and regulations prohibiting or restricting the use or handling of specific substances.

Suppliers shall manage, control, treat and/or dispose of non-hazardous solid waste, wastewater, and/or air emissions generated from operations as required by applicable laws and regulations, before discharge.

Reducing emissions and water consumption :

We suggest that our suppliers identify sources of emissions (CO₂, Other Greenhouse Gases, SO_x, NO_x and Particulate Matter) and make progressive efforts towards reducing these emissions. Opportunities for reduction in water usage should be identified and measures for water conservation should be implemented.

Renewable Energy :

We recommend our suppliers to use renewable sources of energy wherever possible so as to become more energy efficient and energy independent

Reduce, Reuse and Recycle :

We recommend our suppliers to minimise use of all resources, including virgin raw material, in their processes. The supplier should look for opportunities to reduce resource consumption by improving efficiency, investing in advanced technology, reusing material by innovating products and processes.

Disposal of Toxic waste :

Toxic waste should be handled with professional guidance and mechanism should be put in place to dispose-off the waste to authorised waste processors by the suppliers. Toxic waste should not be allowed outside the premise without proper approval.

iv) Quality focused :

Ensuring quality & adherence to manufacturing and product standard is of prime importance to us.

Quality Management System :

We expect our suppliers to establish quality objectives, policies, manual, procedures and have in place a certified Quality Management System by competent authority like ISO. The suppliers should comply with local regulations, registrations, have trainings, management reviews and internal audits to ensure that the Quality Management System is effective.

Facility and Machinery

We expect our suppliers to give utmost importance to equipment design, installation, maintenance and ensure validation/verification of the same.

Good Manufacturing Practices and Quality Controls :

We expect our suppliers to have in place established manufacturing and packaging operations with best industrial practice and quality control standards.



2.0 Compliance Monitoring :

We expect our suppliers to set in place internal policies, governance structures, systems, processes and take any other relevant measures to ensure adherence with this Policy. The suppliers are expected to disclose to us the goals set by them and the measures undertaken by them for each of the various principles underlined in this Policy. We will work with our suppliers to identify issues that do not meet our expectations and help them in addressing the gaps identified, if any.

The Supplier agrees to cooperate with Meghmani Organics Limited to investigate any allegations of wrongdoing, misconduct or corruption. To do so and as a part of compliance monitoring, the supplier will allow Meghmani Organics Limited and/or any of its representatives or agent's access to its facilities and all relevant records associated with the products and services provided to Meghmani Organics Limited at a mutually agreeable date and time.

We encourage our Supplier / Contractor / Service Provider to proactively raise concerns or make disclosures when they become aware of any actual or potential violation of above policy by sending e-mail to ethicsmanager@meghmani.com with their complete name, contact address and phone number. Such feedback would be kept highly confidential and appropriate investigation would be initiated. But any anonymous mail without sender's details would not be encouraged / considered.

3.0 Event of Violation :

Supplier shall promptly report to Meghmani Organics Limited of known breach of this Policy and implement a corrective action plan to cure the non-compliance within a specified time period (furnished to Meghmani Organics Limited in writing). If the supplier fails to meet the corrective action plan commitment, Meghmani Organics Limited may terminate the business relationship, including suspending placement of future orders and potentially terminating current order. Meghmani Organics Limited's reserves the right to hold supplier responsible for reasonable costs of investigating non-compliance.

