



# METROCHEM API PRIVATE LIMITED

## SUPPLIER CODE OF CONDUCT

Corporate Office: The Watermark, 3rd floor & 4th floor, Plot No 11, Survey No. 9, Whitefields, Kondapur,  
HITECH CITY, Hyderabad - 500081 Telangana State, India.

## **SCOPE:**

This Supplier code of conduct applies to all suppliers within India and globally where we have a contractual relationship, including contractors, suppliers of goods and services.

This supplier code of conduct will form integral part of all new or renewed commercial agreements between suppliers and us.

## **REQUIREMENTS:**

All suppliers must adhere to the following principles:

### **ENVIRONMENT PROTECTION**

The Suppliers are expected to maintain compliance with all applicable environmental laws and regulations in their operations. It is expected that supplier works towards energy conservation, energy efficiency and reduce Greenhouse Gas emission (GHG), Scope-1,2 (minimum) from its operations.

### **LAWS AND REGULATIONS**

The suppliers shall comply with all applicable national and international laws, rules and regulations and requirements in the country of operation specially related to Human rights, Governance, Environment, Health & Safety and Data Security.

### **EMPLOYMENT PRACTICES /HUMAN RIGHTS**

The suppliers shall follow fair employment practices and respect human rights instruments, among others, the following principles:

Suppliers shall not employ anyone under the legal working age, nor physical or other unlawful abuse or harassment in any of their businesses;

- Suppliers shall ensure that there is no forced labor, modern slavery or human trafficking within their operations and their supply chain;
- Suppliers shall judge their employees upon their abilities and not discriminate on the basis of any condition or characteristic which is protected by applicable law or regulation such as gender, race, religion etc.

- Suppliers shall respect each employee's right to associate and right to collective bargaining and Work hours, wages and benefits shall be in compliance with all applicable laws.

The Suppliers shall respect and follow international norms of corporate behavior e.g. U. N. Guiding principles, OECD Guidelines, International sanctions etc.

### **HEALTH & SAFETY**

We expect our suppliers to provide a safe work environment in compliance with local laws and sector practices and to implement policies and regulations in order to minimize accidents or injuries and health and well-being of its employees.

### **FAIR COMPETITION & ADVERTISEMENT**

We are committed to fair competition practice in the marketplace. The suppliers shall not communicate with competitors regarding current or future prices, production levels or any other information that relates to the marketplace.

### **BRIBERY AND CORRUPTION**

We have a strict policy against bribery and corruption. Suppliers shall not offer any bribe or provide entertainment and gifts or anything of value directly or indirectly to government officials or others so as to influence them in the performance or non-performance of their duties or induce them to use their influence or secure any improper advantage or to retain business with us.

### **MONITORING OF COMPLIANCE**

The suppliers will be expected to conduct periodic self-assessment and submit results to us. Depending on need and risk level, Metrochem or nominated audit agency personnel shall be allowed access to your premises to monitor compliance with this supplier code of conduct.

**Approved by**  
**Dr. N. Venkateswara Rao**  
**Chairman & Managing Director**

**Date : June 1<sup>st</sup>, 2022**

**Place: Hyderabad, INDIA**

## **ACKNOWLEDGEMENT**

Please return a copy of this supplier code of conduct to us as a token of your review and acceptance.

Full Name (Authorized person):

Designation :

Date of Signature with seal :