

Supply Code of Conduct Policy

VERSION 1.0

Policy Name	Supply Code of Conduct Policy		Policy No.	6
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Revision History

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1.0	11-08-2022	Ms. Ankita Chatterjee	Mr. Sanjay Kukreja	Board of Directors	N/A

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1.1 Objective

The policy on ‘Supplier code of conduct outlines the code of conduct applicable to the suppliers of RACE ECO CHAIN LIMITED (“The company”).

The company expects all its suppliers to operate in accordance with the responsible business principles detailed in this policy and in compliance with all applicable laws and regulations. The company expects its suppliers to implement code similar to this with their own business partners.

1.2. Scope

This Supplier code of conduct is applicable to the suppliers of RACE ECO CHAIN LIMITED.

1.3. Implementation

RACE ECO CHAIN suppliers are required to acknowledge and implement this code of conduct. If there are any gaps in implementation, suppliers are expected to plan and implement time-bound improvement plan. In the incidence of severe violation of this code, the company reserves the right to take actions including complete stoppage of business transactions, punitive penalties and blacklisting on ours and our partners’ social media handles.

1.4. Grievance Redressal

The company expects its suppliers to have a grievance redressal mechanism under which the employees can voice their concerns without fear of any retribution. All grievances are to be investigated fairly within a reasonable timeline. The company also encourages its suppliers to voice their opinion about the potential and actual violation of this code as per the whistle-blower policy of the company

1. 5. Supplier Code of Conduct:

a. Business Ethics:

i. Waste Material Suppliers should adhere to the compliances around-

- Timely submission of GST and other statutory norms
- Use of correct HSN codes on their invoices
- KYC completion and updation

- In-transit documentation to offer flawless documents like electronic weigh slip, e-way bill, transporter's L/R and a valid invoice
- Putting a lock and a seal while using a closed-body truck for material transport

ii. All the Suppliers should

- adhere to the anti-bribery & anti-corruption policy as defined by the company
- disclose actual or potential conflict of interest to the company
- adhere to data privacy laws and maintain confidentiality as per instructions given by or agreed with the company
- exercise quality and sustainability due diligence for the design, manufacture, testing and production of products.

b. Health & Safety

- i. Suppliers should provide a safe, secure and healthy workplace to all its workforce. Use of safety gear as applicable, maintenance and monitoring of work-place hygiene, provision of basic employee first-aid etc. should be ensured.
- ii. Ensure that hazard identification, measurement and mitigation process is in place. This shall include and not limited to providing safe and secure electrical connections for machinery, equipment and/or gadgets, safe drinking water and housekeeping supplies, separate and safe toilet areas for male/female workers/employees.
- iii. Ensure compliance with all local/state/national laws and regulations
- iv. Conduct periodic safety training for all its workforce
- v. Enable the workforce to report unsafe/ unhealthy workplace conditions without any fear of retribution. Such complaints should be investigated and remedied within a reasonable time frame.

c. Environment

- i. Suppliers should proactively incorporate environmental considerations into their operations and strive to minimize the negative impacts on the environment.
- ii. Comply with all local/national environmental laws/ regulations in respect of but not limited to safe disposal and handling of environment polluting waste
- iii. Plan and implement an environmental monitoring system to identify, measure and monitor performance to minimize the environmental impact of its operations.
- iv. Plan to promote environmentally friendly technologies in their operations
- v. Ensure to have provisions for effluent and sewage treatment such that they are not polluting the nearby waterways and/or land.

d. Working conditions and Employment practices

- i. Respect, adopt and implement all laws and regulations related to labour practices and protection of human rights
- ii. disburse fair compensation to their employees in a timely manner as per the national



labour laws

- iii. Ensure fair treatment and refrain from discrimination of any form as prohibited by national laws
- iv. Commit to a workplace free of abuse and free of harassment of any kind
- v. Establish fair processes for grievance redressal, disciplinary action and employment termination
- vi. Respect rights of freedom of association of employees
- vii. Comply with local/national work hour requirements for workers
- viii. Comply to national laws of paid sick leave, paid annual leave & paid paternal leave

2.1 Review of the Policy

This policy would be reviewed periodically and the updated policy would be available on the website.
