

	UNITECH PLASTO COMPONENTS PRIVATE LIMITED	Doc No	UPCL/ESG/D/01I
		Date of Doc	08/01/2024
		Rev No	00
	SUPPLIER CODE OF CONDUCT	Supersede	00

1. Objective :

Unitech Plasto Components Supplier Code of Conduct expects its suppliers to uphold the following key principles: **Business Ethics, Labor and Human Rights, and Environmental Management**. Unitech Plasto Components believes that its supply chain partners are integral to its ecosystem and expects them to uphold these core values in their business transactions with the Company.

2. Scope:

This Supplier Code of Conduct applies to all vendors, suppliers, and contractors engaged with Unitech Plasto Components in the course of business operations.

3. Principles:

3.1 Business Ethics:

3.1.1 Compliance with Legal and Other Requirements:

Suppliers shall maintain the highest standards of ethical conduct and comply with all applicable local and national laws related to their business operations.

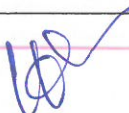
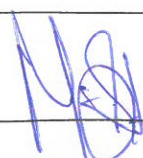
- **Disciplinary Action for Non-Compliance:**

- **First Offense:** Written warning and requirement to take corrective action with a defined timeline.
- **Second Offense:** Suspension of business with the supplier for a determined period or reduction in business orders.
- **Severe or Repeated Offenses:** Termination of the business relationship.

3.1.2 Anti-Bribery and Anti-Corruption:

Suppliers shall not engage in any form of bribery or corruption. They must comply with anti-bribery and anti-corruption laws and establish systems to monitor and report compliance.

- **Disciplinary Action for Violations:**

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HR	PLANT HEAD	MANAGING DIRECTOR
		

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- **First Offense:** Immediate investigation, temporary suspension until resolved, and requirement to implement anti-corruption policies.
- **Second Offense:** Termination of the business relationship.

3.1.3 Gifts and Hospitality:

Suppliers must acknowledge and comply with Unitech Plasto Components' gift and anti-bribery policies.

- **Disciplinary Action for Violations:**

- **First Offense:** Written warning, with a reminder of the policies.
- **Second Offense:** Suspension from participating in any future projects with the Company.

3.1.4 Conflict of Interest:

Suppliers must avoid conflicts of interest in their transactions with Unitech Plasto Components. A conflict exists when personal or financial relationships impair the ability to make objective decisions.

- **Disciplinary Action for Violations:**

- **First Offense:** Written notice to disclose and resolve the conflict.
- **Second Offense:** Immediate suspension of the business relationship or termination if the conflict is not resolved.

3.1.5 Integrity and Transparency:

Suppliers must uphold integrity and transparency, accurately recording operations, financial transactions, and compliance with laws, and disclose relevant information to Unitech Plasto Components when requested.

- **Disciplinary Action for Violations:**

- **First Offense:** Formal warning and corrective action.

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- **Second Offense:** Suspension from business transactions or termination if non-compliance continues.

3.1.6 Information Security and Data Privacy:

Suppliers must comply with all applicable laws relating to information security and data privacy, taking measures to protect customer data and intellectual property.

- **Disciplinary Action for Violations:**

- **First Offense:** Temporary suspension, corrective action required, and possible audit.
- **Second Offense:** Termination of business relationship, with notification to relevant authorities if necessary.

4. Labour Practices and Human Rights:

4.1 Non-Discrimination:

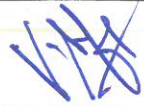
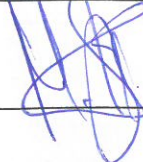
Suppliers must not discriminate against any worker or employee based on age, gender, disability, race, religion, sexual orientation, or any other protected status.

- **Disciplinary Action for Violations:**

- **First Offense:** Formal warning, and requirement for training on non-discrimination.
- **Second Offense:** Suspension or termination of business relationship, based on severity.

4.2 Anti-Harassment:

Suppliers must prohibit harsh treatment, violence, abuse, or any form of harassment in the workplace.

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- **Disciplinary Action for Violations:**

- **First Offense:** Immediate investigation, suspension pending resolution, and required corrective action.
- **Second Offense:** Termination of business relationship, with possible legal action.

4.3 Child and Forced Labour:

Suppliers must not engage in forced, bonded, or compulsory labor, nor employ children in violation of applicable laws.

- **Disciplinary Action for Violations:**

- **Immediate Action:** Suspension of business relationship and immediate termination if forced or child labor is identified. Legal action may follow.

4.4 Wages and Benefits:

Suppliers must comply with all laws regarding wages, benefits, and working conditions, including social security, healthcare, and other legally mandated benefits.

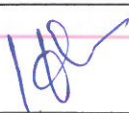
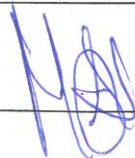
- **Disciplinary Action for Violations:**

- **First Offense:** Written warning, and requirement to rectify wage or benefit violations.
- **Second Offense:** Suspension of business until full compliance is verified.

4.5 Working Hours:

Suppliers must adhere to laws and industry standards related to working hours, including rest breaks and overtime.

- **Disciplinary Action for Violations:**

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- **First Offense:** Written warning and requirement to correct working hours issues.
- **Second Offense:** Suspension or reduction in business dealings until compliance is ensured.

5. Environment, Health, and Safety:

5.1 Environmental Management:

Suppliers must comply with environmental laws and practices that reduce negative environmental impact, optimize the use of natural resources, and reduce emissions and waste.

- **Disciplinary Action for Violations:**

- **First Offense:** Written warning and requirement to implement corrective environmental practices.
- **Second Offense:** Suspension of business relationship until corrective measures are confirmed.

5.2 Health and Safety Management:

Suppliers must provide a safe and healthy workplace, comply with health and safety laws, and implement preventative measures for accidents and injuries.

- **Disciplinary Action for Violations:**

- **First Offense:** Temporary suspension of business operations until compliance is verified.
- **Second Offense:** Termination of the business relationship if safety violations continue, along with possible legal action.

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6. Review of Policy:

This Supplier Code of Conduct must be approved by the Managing Director (MD). The Company reserves the right to modify and/or review the provisions of this policy periodically to comply with applicable legal requirements or internal policies.

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