

	UNITECH PLASTO COMPONENTS PRIVATE LIMITED	Doc No	UPCL/ESG/D/01J
		Date of Doc	08/01/2024
		Rev No	00
	PROCUREMENT POLICY	Supersede	00

1. Objective of the Policy:

Procurement policy is to structure the company's procurement processes and sourcing strategies to ensure that the services and goods we acquire are the result of transparent, objective, time and cost-effective decision making and risk management and also incorporates in its corporate values, strategy and business practices the protection of fundamental human rights and employment rights, protection of the environment, mitigation of climate change, promotion of health and safety and the combat against corruption while ensuring operational effectiveness and efficiency and achievement of its strategic objectives.

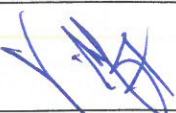
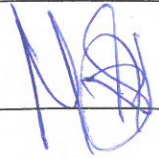
2. Scope of the Policy:

The Scope of this Policy applies to all individuals working at all levels including managers, officers and employees of Unitech Plasto Components, as well as third parties (e.g., agents, consultants) involved in any procurement activity of the company.

3. Unitech Plasto Components Procurement Principle:

Unitech Plasto Components Employees and third parties must:

- comply with all applicable laws and regulations, and appropriate social practices, governing local and global business;
- avoid situations that may lead to conflict between employees' personal interests and their obligations to serve interests.
- promote integrity and ethical behaviour, in accordance to the Unitech Plasto Components Code of Conduct;
- treat procurement records in confidence
- promote procurement in ways that reduce environmental impact.
- provide suppliers with equal opportunities for transactions with Unitech Plasto Components, thereby promoting fair competition.
- Evaluate and select suppliers in a fair manner following a qualification process that includes appropriately selected criteria that could include, as required for each situation, reliability, price, quality, delivery time, customer service, technological capability, business continuity and sustainability.

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HR	PLANT HEAD	MANAGING DIRECTOR
		

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4. Full and Fair Opportunity:

Unitech Plasto Components is obligated to promote open and effective competition in the market place, and provide full and fair opportunity to all suppliers.

In particular, potential suppliers:

- Must not be unreasonably denied the opportunity to bid for the Unitech Plasto Components business; and
- All bids received must be evaluated and selected in a fair and unbiased manner.

5. Unitech Plasto Components Supplier Selection Process:

The Supplier should comply with the following,

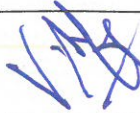
- They should complies with all applicable laws and regulations.
- They should respects human rights.
- They should employs appropriate practices for health and safety, environmental protection, and climate change mitigation for the sustainability.
- The company is not subject to economic sanctions, nor is it involved in any anti-bribery or anti-corruption cases.

6. Supplier Conduct Principles:

Unitech Plasto Components Suppliers (as well as their own suppliers) are expected to follow the following principles

6.1 Comply with all the Legal and other Requirement:

- Compliance with the regulatory framework applicable to the supplier, including but not limited to, competition laws, personal data and privacy protection laws, and intellectual property rights laws.

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- Prohibition of bribery (any gift, payment, consideration, financial or non-financial advantage or benefit of any kind that constitutes a corrupt and illegal practice.

6.2 Respect for Human Rights, Labor Rights:

Suppliers are required to respect human and labor rights in their business activities and to establish a safe working environment.

Suppliers are required to comply with the following parameters, the following practices are prohibited:

- forced labor (including slave labor),
- human trafficking,
- inhumane treatment of workers,
- child labor, and
- discrimination.

All workers must work under fair labor conditions and standards, in terms of wages and working hours, and the rights of workers to form or join trade unions must be respected.

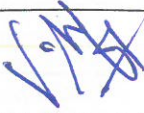
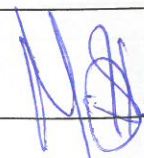
All workers must work in a safe and healthy working environment.

Suppliers must comply with applicable safety standards in all countries and regions where they operate.

6.3 Environmental Protection:

Suppliers are expected to embrace environmental protection as a high priority issue, and to actively engage in producing goods in an environmentally friendly manner, and also supplier are encouraged to adopt

- Environmental management systems.
- Procure parts and materials in such ways that have the smallest negative impact on the environment, such as reducing air pollution or eliminating use of potentially hazardous substances, and reducing greenhouse gasses as well landfilling of waste, preserving biodiversity in the areas of operation;

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6.4 Conflict Minerals:

Unitech Plasto Components ensures that our products do not contain Conflict Minerals that have been sourced from mines that support or fund conflict within the Democratic Republic of Congo or adjoining countries and CAHRA (Conflict Affected and High-Risk Areas).

We are committed to:

- Identifying that our products are impacted and targeting our efforts accordingly.
- Not buying products and materials containing Conflict Minerals directly from Conflict Mines

7. Quality:

Suppliers are expected to maintain and improve product quality by establishing a quality assurance system as ISO 9001.

UNITECH PLASTO COMPONENTS HR DOCUMENTATION		
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