

## Supplier Code of Conduct

Emami Ltd is committed to conducting business with integrity, transparency and responsibility. This Supplier Code of Conduct outlines the standards and expectations we have for our Suppliers and Service Providers to ensure ethical and sustainable business practices.

This Code shall apply to all Suppliers and Service Providers, including their employees, contract workers, sub-contractors and their service providers, who engage in business relationships with Emami Ltd . This Code requires that Suppliers and Service Providers and their facilities comply with applicable laws, respect human rights, environmental regulations and meet the requirements of this Code

### 1. Ethical Business Practices :

Emami expects the highest standards of ethical conduct in all its endeavours. Suppliers and Service Providers should always be ethical in all aspects of their business, including their relationships, practices, sourcing & operations, and comply with the applicable laws in this regard.

Suppliers and Service Providers shall comply with the following:

#### A. Conflict of Interest :

Suppliers and Service Providers shall avoid any actual or potential conflicts of interest in their business dealings with Emami that could create a perception of unfairness or lead to uncompetitive favours and shall disclose to Emami any such situation of conflict of interest, including involvement or interest of any employee of Emami or his / her immediate family members in their business.

#### B. Anti-Bribery and Corruption :

Emami expects that its Suppliers and Service Providers, in their dealings with Emami, do not indulge in any form of bribery or corruption that is intended to induce or reward improper conduct or influence any decision. Emami expects and seeks confirmation in its commercial and contractual terms that Suppliers and Service Providers will not offer or promise or provide any benefit, either in cash or in kind, to any employee or any relative / associate of any employee of Emami or of

any of its associate companies, in order to facilitate their existing or future business with Emami.

C. Hospitality and Gifts :

Emami prohibits offering of hospitality or gifts to influence business decisions. Hospitality or gifts exchanged, if any, during the course of business, as social and customary gestures, should be nominal in nature

**2. Labour Standards :**

Emami expects that the Suppliers and Service Providers will comply with all the prevailing labour legislations at all times, including the following:

A. Child Labour & Forced Labour :

Suppliers and Service Providers shall not engage in child labour and forced labour

B. Anti-Discrimination and Fair Treatment :

Suppliers and Service Providers shall promote and maintain a workplace free from discrimination and treat their employees with fairness, dignity and respect. They shall not discriminate against their employees based on their caste, religion, disability, gender, sexual orientation, race, colour, ancestry, marital status, political or religious affiliation, trade union membership, etc.

C. Safe and Healthy Working Conditions:

Suppliers and Service Providers are expected to comply with applicable laws and endeavour to make the workplace, machinery, equipment and processes free from risk (including fire safety) to ensure personal safety of any person working in such workplace or with access to such equipment and process. Suppliers and Service Providers shall ensure, at a minimum, adequate access to potable water and sanitary facilities, lighting and ventilation. Suppliers and Service Providers shall manage all health and safety risks in order to prevent occupational injuries and illnesses. Suppliers and service providers are expected to prevent/address sexual harassment and ensure women safety.

For all work carried out in the Emami 's premises, Suppliers and Service Providers shall maintain safe and hygienic working conditions in accordance with the Company's prescribed norms.

D. Wages and Work Timings :

Suppliers and service providers should ensure freedom of association to their workers/employees, wages, leave, work schedules and working conditions (working hours and overtime regulations including breaks, layoff practices etc.)

**3. Environmental Practices:**

Suppliers and Service Providers shall comply with applicable laws concerning the protection of the environment and, wherever possible, adopt environment-friendly technologies and practices.

Suppliers must ensure hygienic environment in storage and processing areas to protect food safety & deliver quality products to consumers.

Suppliers and service providers must also adopt principles and practices relating to minimizing/eliminating waste and pollution, minimizing the release of hazardous substances at all stages of their life cycle, circulate products and materials at their highest value and minimize deforestation.

Genuine measures relating to plastic waste management, protection of bio resources, conservation of water, optimisation of energy and adoption of renewal resources must be taken.

**4. Confidentiality and Data Security:**

Suppliers and Service Providers must ensure confidentiality, data privacy and protection of intellectual property right and private data of Emami. Suppliers and Service Providers must use confidential information solely for and in accordance with the purpose, and in the circumstances in which the same was shared

**5. Reporting of Breaches:**

Suppliers and Service Providers shall bring to the notice of the manager concerned at Emami, any actual or suspected breach of this Code.

Suppliers and Service Providers are encouraged to report any known or suspected improper behaviour of Emami employees. Such reports will be treated confidentially without fear of retaliation.

#### **6. Assessments:**

Emami has a robust process of evaluating its Suppliers and Service Providers before engaging with them, proactively making them aware of its expectations / requirements, and seeking commitment for compliance through contractual agreements. Emami reserves the right to verify compliance with this Code at any time through appropriate audit and assessment mechanisms, including self-certification. There will be zero-tolerance policy as to any violation of this Code. In the event of a breach of any of the confidentiality or other applicable clauses, Suppliers and Service Provider will be liable for all damages, including actual damages and lost profits caused to the Company and Emami reserves the right to terminate the agreement.

#### **7. Sustainability:**

Emami promotes the suppliers to continuously strive towards improving the efficiency and sustainability of its operations. Suppliers are expected to have sustainable Supplier Code of Conduct policy & mechanism in place for their own suppliers complementing and complying in line with Emami Supplier Code of Conduct. Responsible sourcing must be adhered in chain.

#### **8. Compliance with this Code**

##### A. Violations

Suppliers and service providers are required to promptly report violations of this Code to [compliance@emamigroup.com](mailto:compliance@emamigroup.com)

##### B. Order of Precedence and Revisions to the Code

The Code does not supersede any applicable law or provision of any agreement between Emami Ltd and it's suppliers and service providers. Emami Ltd reserves the right to update or revise this Code upon notice to Suppliers and Service Providers.