



Privi Speciality Chemicals limited.

Supplier code of conduct Guidelines.

Privi is dedicated to making a positive impact and contribution to society through our focus on the environment, our people, business practices and community at large. We expect our suppliers to adhere to these key principles and follow the code of conduct as outlined below, while doing business with Privi.

Sr No	Policy subject	Scope
1	Security, Vigilance	Suppliers must ensure that their premises are secured from any threat to international supply chain, comply with anti-terrorism laws in the country or regions where they operate.
2	Sustainability	Suppliers must ensure that the materials they use in their operations are complying to all applicable environmental & social laws in the country / region they operate.
3	Employment standards	Suppliers to ensure indiscrimination as well as equal opportunity based on personal or physical characteristics, region, citizenship, religion, race, creed, sexual orientation, colour, social or ethnic origin, marital status, gender, gender identity or expression, pregnancy, age, language, union or political membership or affiliation. Provide ethical and conducive work environment & interest safeguarding of all employees. No Child Labour- Ensure persons below 18 years of age are not allowed to work at any of their locations. No forced labour is permitted in their organisation. Supplier must ensure working hours as per applicable law & guarantee minimum wages, working hours, employee benefits, overtime as prescribed by the applicable law & regulations in their region / country of operations.
4	Anti Bribery	Privi is committed to the prevention, deterrence and detection of fraud, bribery and all other corrupt business practices. All its suppliers must follow the same principles & not indulge in any unethical practices including price fixing, influence improper action directly or indirectly or any unfair trade practices in order to obtain or retain businesses from Privi.
5	Prevention of Sexual Harassment (POSH)	Ensure the workplace is free of any kind of harassment including verbal, physical or sexual harassment. All suppliers must follow the applicable law/regulations relating to POSH as per their region / country of operations.



6	Compliance Governance	Suppliers must ensure that they comply to all the environment, social, regulatory, Health & Safety laws applicable to the country / region where they operate from. Privi reserves the right to audit its suppliers upon provision of reasonable notice to check suppliers' compliance with the requirements of this Supplier Code of Conduct.
7	Acceptance of Gifts	Suppliers must ensure there is no conflict of interest in our business dealings & practice ethical conduct & practices. We expect suppliers to refrain from providing personal gifts, favours, any form of entertainment activities that are intended to influence or might reasonably appear to influence any business decision.
8	Tobacco, Smoking, Intoxicating drinks & Drugs	Privi promotes zero tolerance level for consumption of Tobacco, smoking and intoxicating drinks or drugs at workplace and to encourage a healthier and more productive environment to work. Its suppliers must also follow the same principles.
9	Workplace Safety & Health	Suppliers must ensure that they follow all the safety regulations at their workplace & comply to all laws pertaining to employee safety, Hazard prevention, Fire safety & safety of its installations and any other rules/ applicable laws in their region / country of operations.
10	Misuse of official position	this policy is to prohibit employee from using his / her official position for any personal favour for himself or his family members or his relatives or friends while dealing with the suppliers.
11	Environment	Suppliers must meet all applicable environmental laws and regulations in their region / country of operations.
12	Product Quality & Safety	Privi is committed to providing products that meet all applicable regulatory norms. Materials that suppliers supply to Privi should be designed & produced to be safe for their intended use.
13	Data Protection	Supplier must comply with applicable laws, regulations and guidance relating to "Personal Information" or any other similar terms defined by applicable data protection or privacy laws in their region / country of operations.
14	Business Continuity	Privi expects suppliers to manage business continuity risk ensuring availability of critical services to the company during a disaster event. Suppliers are required to share their business continuity plan in relation to their services to Privi.