



## CODE OF CODUCT FOR VENDORS

Sona BLW Precision Forgings Limited and its subsidiaries ("**Company**") is committed to adopt sound business and Corporate Governance Practices. It believes in the conduct of its affairs in a fair and transparent manner by adopting highest standards of professionalism, honesty, integrity and ethical behaviour and in compliance with all the applicable laws.

The Code of Conduct ("**Code**") is the guiding principle of its core values and ethical conduct. The Company expects all its Vendors (which includes suppliers, contractors, sub-contractors, services providers and consultants) to share the same value, ethical practices and code of conduct.

**Vendors(s)** means any entity, organisation, body corporate or person that provides, sells and seeks to sell and provide any kind of goods and services to the Company and includes vendors, employees, agents and representatives.

### 1. Products and Services

Vendors shall be committed to maintain and supply products and services of high quality that meet all applicable standards. They shall comply with all applicable standards relating to the products and services offered, including product packaging, labelling etc.

### 2. Regulatory Compliance

The Vendor shall comply with all applicable laws and regulations, both in letter and in spirit, in all the territories in which it operates.

### 3. Labour and Human Rights

Child Labour: The Vendors shall not employ children at the workplace. Vendor shall comply with the laws relating to the minimum age of employment, as applicable to the workplace.

Forced Labour: Vendors shall not participate in human trafficking; use forced, involuntary, or slave labour; or purchase materials or services from companies using forced, involuntary, or slave labour.

Vendors shall comply with all applicable labour laws and rules of the territories in which it operates.

### 4. Equal Opportunities and preventing discrimination

Vendors shall provide equal opportunities to their employees and not discriminate on grounds of race, caste, religion, gender, sexual orientation, marital status, colour, age, nationality or disability.

### 5. Hiring and Employment Practices



Vendors' hiring practices must include verification of workers' legal right to work in the country and ensure that all mandatory documents, such as work permits, are available.

## **6. Prevention of Harassment**

Vendors must treat all workers with respect and dignity. They may not subject workers to physical, sexual, psychological, or verbal harassment or abuse. Vendors shall take adequate measures to prevent such harassment at workplace.

In addition, Vendors must provide an environment that allows employees to raise concerns without fear of retaliation. Where it is allowed by law, Vendors should have a system that allows employees to anonymously report their concerns.

## **7. Compensation and Working Hours**

Vendors must comply with applicable wage and hour labour laws and regulations governing employee compensation and working hours. Vendors should conduct operations in ways that limit overtime to a level that ensures a humane and productive work environment.

## **8. Insurance**

Vendors will ensure for insurance coverage for all their respective employees. (in compliance to local laws and practices)

## **9. Health and Safety**

Vendors must provide workers with a safe, clean and healthy work environment. They should take proactive measures that support accident prevention and minimize health risk exposure.

## **10. Environment**

Vendors are expected to conduct their operations in a way that minimizes the impact on natural resources and protects the environment, customers, and employees. They must ensure their operations comply with all laws related to air emissions, water discharges, toxic substances, and hazardous waste disposal. They must maintain sufficient knowledge of input materials and components to ensure they were obtained from permissible sources, in compliance with laws and regulations. Vendors may be required to validate this origin.

## **11. Gifts and Gratuities**

Vendor shall neither receive nor offer cash or anything of value (including gifts, hospitality, or entertainment), directly or indirectly, to the employees of the Company except the customary gifts of nominal value.



## **12. Improper Payments**

Bribes, kickbacks, and similar payments are strictly prohibited. This ban applies even when local practices may permit such activity. Employees, Vendors, and agents acting on behalf of Company are strictly prohibited from accepting such considerations under any circumstances. The Vendor shall not engage in any form of bribery or corruption.

## **13. Conflict of Interest**

The Vendor shall not engage in a relationship, financial or any other kind, with an employee of the Company or their relatives that creates any actual and potential conflict of interest for the Company. Conflict of interest arises when the personal interests of the employee of the Company become inconsistent with his/her responsibilities with the Company. Vendors shall disclose all such conflicts or potential conflicts before entering into any transaction with the Company.

## **14. Confidential Information**

Protection of Confidential Information is critical to the success of both the Company and Vendors. Vendors must protect Company's Confidential Information, electronic data, and intellectual property and Company's technologies, trade secrets or other confidential information as may be shared by the Company with the vendor. Any transfer of Confidential Information must be executed in a way that secures and protects the intellectual property rights of the Company and its customers. Vendors may receive our Confidential Information only as authorized by a confidentiality or non – disclosure agreement and must comply with their obligations to not disclose the Confidential Information, to not use the information except as permitted by the agreement, and to protect the information from misuse or unauthorized disclosure. Our Vendors can expect the Company to similarly safeguard their confidential information when authorization is provided to the Vendors. Vendors may not use Company's trademark, images, logo or other materials, unless explicitly authorized by the Company in writing.

Vendor shall comply with all applicable data protection laws and rules of the territories in which it operates.

## **15. Supply Chain Transparency**

Supply chain transparency is required to confirm compliance to this Code of Conduct. To monitor this, Company will request documentation, conduct onsite audits, review and approve corrective action plans, and verify implementation of corrective action.

## **16. Communication:**

Vendors are expected to assist Company in enforcing this Code of Conduct by communicating its principles to their supervisors, employees, and supplier and vendors. Vendors may direct questions



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or comments about this Code to their Supply Management representative, Manager, or Supply Chain Compliance.



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**ACKNOWLEDGMENT**

We/I hereby confirm that we/I have received the Code of Conduct of the Company and acknowledge that this Code forms an integrated part of Vendor agreement, signed with the Company. We/I confirm to comply with it in letter and in spirit.

We/I understand that the Company reserves the right, upon reasonable notice, to check compliance with the requirements of the Code of Conduct.

We/I agree that we/I will be responsible for complying obligations under this Code and failure to adherence to this Code would entitle the Company to terminate the business relationship it us/me.

Vendor's Name: [•]

Signature: [•]

Authorised Signatory: [•]

Place: [•]

Date: [•]