

Supplier Code of Conduct (SCOC)



Introduction:

We are dedicated to conducting our business with integrity, responsibility, and a commitment to sustainability. This Supplier Code of Conduct outlines the principles and expectations we hold for our valued business partners.

1. Commitment to Sustainability:

- Suppliers are expected to integrate sustainable business practices into their operations, emphasizing environmental conservation, social well-being and ethical business conduct.

2. Ethical Business Practices:

- Suppliers must uphold the highest standards of business integrity and fair competition, refraining from corruption, extortion, embezzlement, and any form of bribery.
- Confidential information must be safeguarded, and suppliers must adhere to principles of fair competition in accordance with applicable antitrust laws.
- Suppliers are expected to maintain accurate and reliable business and financial records in compliance with all applicable laws and regulations.

3. Human Rights and Labour:

- Suppliers must ensure freely chosen employment, refraining from forced, bonded, or involuntary prison labour.
- Child labour is strictly prohibited, and young workers must meet the legal employment age or the age specified for completing compulsory education.
- Fair treatment and non-discrimination are essential, and suppliers must create workplaces free from inhumane treatment, discrimination, and harassment.
- Wages, benefits, and working hours must comply with relevant laws, including minimum wage requirements.
- Freedom of association and collective bargaining rights must be respected.

4. Health and Safety:

- Suppliers are responsible for providing a secure and healthy working environment for all individuals working at their sites.
- Occupational health and industrial hygiene must be prioritized, with a focus on hazard communication and protection measures.
- Emergency preparedness and response plans must be in place to minimize the impact of potential emergencies.
- Regular risk assessments and management of change protocols should be conducted to ensure ongoing workplace safety.

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5. Environment:

- Suppliers are required to comply with all applicable environmental laws and regulations.
- Hazardous materials must be handled transparently, with accurate and compliant material declarations.
- Effective systems for the safe handling, transportation, storage, recycling, management of waste, emissions, and wastewater must be in place.
- Suppliers are encouraged to measure, disclose, and reduce greenhouse gas emissions.
- Suppliers must have measures to prevent and promptly address accidental spills or releases, ensuring effective communication and response.
- Preserve biodiversity by using natural resources sustainably and making conscious efforts to avoid contributing to deforestation.

6. Governance and Management Systems:

- Suppliers should identify and adhere to applicable laws, regulations, standards, and relevant customer requirements.
- Robust risk management mechanisms must be in place, including periodic reviews of risk situations.
- A comprehensive training program should be implemented for both management and workers to ensure compliance with this SCOC.
- Due diligence and transparency in supply chain management, particularly regarding human rights, are expected.
- Suppliers are encouraged to continuously enhance their performance through continual improvement, setting objectives, implementing action plans, and taking necessary corrective actions.
- Suppliers must establish a complaints procedure for workers to report concerns related to non-compliance or environmental impacts.

7. Intellectual Property:

- Suppliers must respect and protect our intellectual property rights, including trade secrets, confidential information, and customer data.
- Prudent handling of technology and know-how is required to preserve intellectual property rights.

8. Economic Sustainability and Supplier Diversity:

- Suppliers are urged to contribute to social and economic development and promote the sustainability of the communities in which they operate.
- Inclusive sourcing procedures and involving suppliers from diverse backgrounds are encouraged.

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9. Raising Concerns: Reporting Potential Misconduct:

- Suppliers should establish a defined process for reporting suspected illegal activities that contravene national and international laws, regulations, codes, and standards.
- Whistleblowers should be protected, and suppliers can report concerns through Ipca Laboratories Ethics email: whistleblower@ipca.com

Acknowledgment:

We encourage our suppliers to formally acknowledge and adhere to our Supplier Code of Conduct. A written acknowledgment is recommended as a best practice.

Conclusion:

By adhering to this Supplier Code of Conduct, our suppliers play a vital role in creating a sustainable, ethical, and responsible supply chain. We value their commitment to these principles and look forward to a collaborative and mutually beneficial partnership.

For accountability, we will periodically conduct supplier audits. This process enables us to verify that our suppliers are adhering to our Supplier Code of Conduct. Through this program, we assess and monitor their commitment to the specified standards.

Our suppliers need to meet our expectations outlined in our Supplier Code of Conduct for inclusion in our approved suppliers. Non-compliance could potentially lead to exclusion from future business opportunities with us.

Pranay Godha
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