

SUPPLIER CODE OF CONDUCT

Filter Concept Private Limited (FCPL) is the one of the leading manufacturers and exporters of a large range of Industrial Filters. Our core business strength has been in providing time tested solutions relating to micron and macron filtration of Air, Gas and Liquid for Industrial Applications, to all our esteemed clients who are located within India as well as across the globe.

1. Purpose and Scope

Filter Concept Private Limited is a values driven organization. Our core values are Integrity, Commitment, Passion, Seamlessness, and Speed. These values are foundation for all actions and decisions in our business. Based on integrity as a value, we shall maintain complete fairness in all dealings with our vendors (including potential vendors) based on mutual trust and credibility with an objective of achieving highest level of efficiency.

In dealing with vendors, no decision and / or action will be influenced by any personal favour and/or any extraneous factor other than in the normal course of business.

Embodying the above principle, this code of conduct is prepared to cover all suppliers of goods and services, contractors, consultants, agents, intermediaries, etc. (collectively referred to as suppliers) who do business with the Company or intend to do business with the Company.

2. Business Conduct Principles

Filter Concept Private Limited procurement ethics focuses on a) zero tolerance on corruption b) avoiding any form of conflict of interest and c) honest representation of supplier's capabilities.

Suppliers are strongly urged to familiarize themselves with this code of conduct to ensure successful working relations with FCPL, and to comply with applicable laws and regulations to the following principles

Suppliers shall read, understand and affirm compliances to this Code. FCPL retains the unilateral right to amend/ modify this Code as its own discretion with or without notice to the vendors.

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A. Human Rights

- Respect the personal dignity, privacy and rights of each individual.
- Employ workers who are legally authorized to work at their location and facility and are responsible for validating employee's eligibility to work status through appropriate documentation.
- Not to use any form of slave, forced, bonded, indentured, or involuntary prison labor.
- Not to engage in human trafficking or exploitation, or import goods tainted by slavery or human trafficking. They shall not retain employee's government-issued identification, passports or work permits as a condition of employment.
- Follow the law of working Hours and Rest Days.
- Ensure that no underage labor has been used in the production or distribution of their goods or services.
- Ensure that their workers are paid lawful wages, including overtime, premium pay, and equal pay for equal work without discrimination.
- Respect the right to freedom of association of their workers.
- Work towards making a system to ensure that any concerns of employees or potential unlawful practices are reported.
- Follow fair employment policies & procedures.
- Provide women employees full protection from sexual harassment at workplace in compliance to the Sexual Harassment at Workplace (Prevention, Prohibition and Redressal) Act 2013.

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B. Environment, Health and Safety

- Comply with all the applicable Environmental, Health and Safety laws and regulations and follow Zero tolerance policy on act of safety violence.
- Comply with all international, national, and local environmental laws, regulations and permits as applicable to their business operations. They must strive to implement an Environmental Management System based on international standards such as ISO 14001. They must also develop a sustainable procurement policy of their own.
- Provide and maintain a safe work environment and integrate sound health and safety management practices into its business. Workers shall have the right to refuse unsafe work and to report unhealthy working condition.
- Identify, evaluate, and manage environment, occupational health and safety hazards through a prioritized process of hazard elimination, engineering controls, and/or administrative controls.
- Provide workers with job-related, appropriately maintained personal protective equipment and instruction on its proper use.
- Identify and assess potential emergency situation. For each situation, Supplier shall develop and implement emergency plans and response procedures that minimize harm to life, environment and property.

C. Workplace Environment

- Comply with all international, national, and local environmental laws, regulations and permits as applicable to their business operations.
- To manage, measure and minimize the environmental impact of their facilities. Specific focus areas including air emissions, waste reduction, recovery and management, water use and disposal, and greenhouse gas emissions.
- Use natural resources as well as utilities judiciously in their processes and operations.
- Obtain appropriate authorizations to access or use FCPL's assets, properties, information and intellectual property rights for official purpose only as per the terms of engagement with FCPL.

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D. Regulatory Compliance

All personnel of the supplier shall, in his or her business conduct, comply with all applicable laws and regulations, both in letter and in spirit, in all the territories in which he or she operates

E. Accounting and Reporting

All financial transactions shall be reported in accordance with generally accepted accounting practices, and the accounting records must show the nature of all transactions in a correct and non-misleading manner.

F. Money Laundering

The supplier shall not accept, facilitate or support money laundering.

G. Tax Law Compliance

The supplier shall comply with the tax laws and regulations of country in which it operates. Where tax laws do not give clear guidance, prudence and transparency shall be the guiding principle.

H. Marketing and Sales

The supplier shall not make false statements or provide misleading information regarding its products or their performance, including the safety and environmental attributes of the products.

I. Fair Competition Practices

Supplier shall compete with other suppliers in a fair manner and with integrity. Supplier shall not exchange information or enter into agreements or understandings with competitors, customers or suppliers in a way that improperly influences the market place or outcome of a bidding/negotiation process.

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J. No Political Involvement

Supplier shall observe neutrality with regards to political parties and candidates for public office. Supplier shall refrain from using their assets for promoting interests of political parties or candidates for public office.

K. Applicable Laws and Regulations

Supplier should implement an appropriate Compliance Management System, which facilitates compliance with applicable laws, regulations, and standards.

Supplier shall comply with the relevant anti-trust laws applicable at all time and not indulge in any anti-competitive practices whether itself or through other entities

L. Business Ethics

- Maintain the highest degree of integrity in their dealings with FCPL both in term of commercial confidentiality, and the protection of all sensitive information received in the course of providing the business services concerned. Supplier shall comply with the privacy and information security laws and regulations applicable from time to time.
- Corrupt arrangements with customers, suppliers, government officials, or other third parties are strictly prohibited. "Corruption" generally refers to obtaining, or attempting to obtain, a personal benefit or business advantage through improper or illegal means.
- Not to offer/accept bribe or do not let other offer/accept bribe on his behalf.
- Supplier shall not provide or offer gifts, meals or entertainment (including cash or cash equivalents) that could appear to inappropriately influence a business decision.
- Intellectual Property – Supplier shall take appropriate steps to safeguard and not infringe any FCPL confidential and proprietary information/intellectual property/technology, which come to its knowledge during the course of its business relationship.
- Suppliers shall not take any action that compromises or could be detrimental to the Jubilant name, its reputation, brand, and/or its product trademarks.

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M. Non - Compliance to Code of Conduct

Breach of the Code of Conduct may result in action being invoked against that supplier, in addition to any contractual or legal remedies. The actions applied will depend on the nature and seriousness of the breach and on the degree of commitment shown by the supplier in breach to its obligations under the Code of Conduct. The range of actions available to be imposed on the supplier includes but is not restricted to the following.

- Formal warnings – that the continued non-compliance will lead to more severe actions
- Disclosure of nature of breach to all FCPL associate companies
- Immediate termination of contract and Black listing without recourse

3. Management Commitment

FCPL believes that sound management systems and commitment are key to enriching the social and environmental well-being of our supply chain. FCPL holds our suppliers accountable to this Code and all of its standards. Suppliers shall implement or maintain, as applicable, a management system that facilitates compliance with this code and the law, identifies and mitigates related operational risks, and facilitates continuous improvement.

Accepted

Supplier :

Name of Authorised Signatory :

Signature

Seal of Supplier with Date