



## **SUPPLIER CODE OF CONDUCT**

### **Introduction**

At Bal Pharma, we are committed to conducting business with the highest standards of integrity, transparency, environmental responsibility, and social accountability. We believe that these values must extend beyond our operations and be embedded across our entire supply chain.

Suppliers, vendors, and business partners are critical to achieving our mission and sustaining our reputation. This Supplier Code of Conduct sets forth the principles and expectations that guide our partnerships. It requires all suppliers to operate ethically, uphold human rights, safeguard the environment, and comply with all applicable laws, regulations, and international best practices.

Through this policy, we aim to foster long-term, responsible relationships that not only support business excellence but also contribute to positive social and environmental outcomes in the communities where we operate.

### **Scope**

This Supplier Code of Conduct is applicable to all our suppliers, vendors, and business partners that deliver their goods and services to Bal Pharma, including their subcontractors and affiliates. This Code outlines the minimum standards that all Suppliers are expected to uphold and comply with when engaging in business with Bal Pharma.

### **Acknowledgement and Monitoring**

All the suppliers, vendors, and business partners are required to acknowledge receipt of the Supplier Code of Conduct and agree to comply with the standards set forth in this code.

Bal Pharma holds the right to monitor and assess supplier compliance through audits, site visits, document-review, and third-party assessments. In the event of non-compliance with the Supplier Code of Conduct, suppliers may have to implement corrective actions, may face suspension or termination of the business relationship.

### **Key Principles of the Supplier Code of Conduct**

#### **a) Compliance Management**

- Comply with all the applicable laws, rules, and regulations of the jurisdictions in which they operate which includes but not limited to regulations governing labor and employment, health and safety, environmental protection, social protection, anti-corruption, and product safety.

#### **b) Labor and Human Rights**

- Prohibit use of any form of forced, compulsory, bonded, or involuntary labor.
- Do not employ individuals with age below the minimum legal age of employment.
- Provide benefits, minimum wages, and working hours in alignment with applicable laws and regulations.



- Provide equal opportunities by creating a work environment free from discrimination, harassment based on gender, race, ethnicity, religion, disability, age, sexual orientation or any other protected characteristic.
- Suppliers are encouraged to promote diversity and inclusion within their workforce and supply chain by providing equal opportunities for women, underrepresented groups, and persons with disabilities. Bal Pharma also encourages suppliers to engage local and small-scale enterprises wherever feasible to promote inclusive economic growth.

**c) Business Ethics and Integrity**

- Prohibit all forms of corruption, bribery, improper gifts or payments.
- Avoid conflicts of interest and disclose any potential or actual conflict to Bal Pharma.
- Maintain all business records and financial accounts with utmost accuracy.
- Maintain and protect the confidentiality of intellectual property and proprietary information of Bal Pharma and other third parties.
- Adhere to data privacy laws.

**d) Environmental Responsibility**

- Stay in compliance with all applicable environmental laws, regulations, and standards.
- Actively monitor the environmental impact created from supplier's operations and take initiative for effective management of energy and emissions, water, waste, and raw materials to reduce the impact.
- Innovate continuously and promote the adoption of sustainable practices in all aspects of supplier's operations to improve overall operational efficiency and reduce the environmental impact.

**e) Health and Safety**

- Provide a safe and healthy work environment to all employees and workers
- Comply with all local and national laws and regulations on Health and Safety of the workforce.
- Conduct mock drills and safety trainings periodically for all employees and workers.
- Ensure that there is a system in place for hazard identification, monitoring and management.
- Ensure there is a mechanism through which employees and workers can report on any unsafe/unhealthy workplace conditions without retaliation.

**Grievance Redressal Mechanism**

All suppliers are required to establish an effective grievance redressal mechanism that enables employees, workers, and stakeholders to raise concerns or report violations in a safe and confidential manner, without fear of retaliation. We also encourage suppliers to promptly report any suspected breaches of this Code through designated reporting channels, ensuring transparency and accountability in all business dealings.

**Review and Update**

The Supplier Code of Conduct will be reviewed and updated periodically to stay in alignment with national and global standards.