



My Home Constructions (P) Ltd. Corporate Office

8<sup>th</sup> Floor, Block - 3, My Home Hub, Madhapur, Hyderabad - 500081.

SUPPLIER CODE OF CONDUCT

MHCPL-PUR-SOP-02

Date: 25<sup>th</sup> Dec, 2023

Rev. Version 1

## Supplier Code of Conduct

### Introduction:

At My Home Constructions Pvt Ltd, we consider sustainability as a high priority in all our actions within the framework of our strategy: Sustainability is in our opinion a basic component of our corporate purpose.

The My Home purchasing department with its supply chain makes a significant contribution to fulfilling this social, environmental and ethical responsibility.

This Supplier COC is rooted in the most important international standards and guidelines for human rights, such as the International Labor Standards, OECD, ISO 45001, ISO 14001, United Nations Global Compact, UNGP, United Nations Universal Declaration on Human Rights, United Nations against Corruption.

As a responsible and sustainability-driven company, we recognize the profound impact our procurement practices can have on the environment, society, and the overall well-being of our stakeholders. In line with our commitment to sustainable business practices, we have developed this Sustainable Procurement Code of Conduct (COC) to guide our interactions with vendors and suppliers. This document outlines our expectations, principles, and the collaborative efforts required to ensure a sustainable and ethical supply chain.

### Purpose:

This Supplier Code of Conduct is applicable to My Home Constructions Pvt. Ltd., (My Home). This Code also extends to all subsidiary that may be established. All Suppliers of My Home, whether local, national, or international, are subject to this Supplier Code of Conduct. The term "Supplier" refers to any company, corporation, or entity that intends to sell or is presently selling goods or services to My Home including Suppliers' employees, agents, and other representatives as well.

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Prepared By:

Procurement & Contracts Head

Recommended By:

Sr. President - Projects

Approved By:

EVC / MD



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**Prohibition of forced labor:**

My Home expects its suppliers to:

- actively working to prevent, detect, and eliminate forced labor in all its forms, whether it occurs in the context of labor exploitation, human trafficking, or other illicit practices.
- not accept slavery, servitude, forced labour and human trafficking - in any form in our supply chain.
- Practices such as the retention of personal property, passports, wages, employment certificates or other documents on inappropriate grounds are not acceptable.

**Prohibition of Child labor:**

My Home expects its suppliers to:

- We are committed to preventing, identifying, and eliminating all forms of child labor.
- Child labor deprives children of their fundamental rights to protection, education, and a safe environment.
- The definition of child labor conforms to the International Labor Organization (ILO) standards.

**Fair Pay:**

My Home expects its suppliers to:

- Suppliers commit to fair labor practices, including providing safe working conditions, fair wages, and reasonable working hours.
- Discrimination in any form, including hiring, promotion, and treatment of employees, is prohibited.
- Ethical business practices, transparency, and equitable treatment of all stakeholders are emphasized.

**Fair Working condition:**

My Home expects its suppliers to:

- Suppliers commit to providing workplaces that are safe, healthy, and equitable for all workers.

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- Measures to ensure safety include hazard identification, safety protocols, and providing necessary training and equipment.
- Physical punishment, threats, harassment, and intimidation are strictly prohibited.

**Equal Opportunities and Inclusion:**

My Home expects its suppliers to:

- Equal opportunities and inclusion policies aim to ensure fair treatment and opportunities for all individuals, regardless of their background.
- Discrimination based on race, gender, religion, nationality, age, disability, or sexual orientation is strictly prohibited.
- Recruitment processes should be fair, transparent, and free from bias.

**Health Protection and Occupational Safety:**

My Home expects its suppliers to:

- Suppliers commit to complying with health and safety regulations and standards.
- Regular risk assessments and safety measures are implemented to protect workers' well-being.
- Adequate sanitary facilities, access to clean drinking water, and proper maintenance of equipment are ensured.

**Freedom of Association:**

My Home expects its suppliers to:

- Suppliers respect the rights of workers to form and join trade unions or other worker organizations without interference or retaliation.
- Employees are granted the freedom to associate freely, appoint representatives, and negotiate collectively in accordance with local laws.

**Environmental Responsibility:**

My Home expects its suppliers to:

- Sustainable practices are adopted to minimize negative environmental impacts and promote resource conservation.
- shall commit to reducing the generation of waste by implementing waste reduction measures, such as process optimization, product redesign, and reuse of materials.

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- Compliance with environmental laws, regulations, and standards, along with the implementation of environmental management systems (according to ISO 14001), is emphasized.
- production of any products containing Reactive Organic Compound (ROC) is prohibited. Similarly, we expect that non- degradable organic pollutants or chemicals that are banned at the national or international level will not be produced or used.

**Business Ethics:**

My Home expects its suppliers to:

- Zero-tolerance towards corruption, bribery, and unethical behavior is established.
- Compliance with anti-corruption laws and industry-specific codes of conduct is mandatory.
- Transparent and ethical business practices are promoted, and conflicts of interest are avoided.

**Compliance with Laws and Regulations:**

My Home expects its suppliers to:

- Suppliers pledge to comply with all relevant laws, regulations, and industry standards, both locally and internationally.
- Legal and ethical business practices are essential for maintaining integrity and trust in our operations.

**Enforcement and Process:**

- The Supplier Code of Conduct outlines our commitment to ethical business practices, human rights, environmental sustainability, and transparency.
- Suppliers are expected to adhere to these principles set forth by My Home Constructions Pvt Ltd and actively contribute to our shared goals of integrity and responsibility.
- Final sign-off and declaration are required from suppliers and contractors to signify their acknowledgment and agreement to comply with the provisions outlined in this Code of Conduct.

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**Review:**

This code is regularly reviewed to ensure it remains current and appropriate to the purpose and context of the organization, including the nature, scale and impacts of our activities, and services.

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