

SUPPLIER CODE OF CONDUCT

GEM Enviro Management Ltd.

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Document Name	Supplier Code of Conduct
Organization	GEM Enviro Management Ltd.
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1. Definitions

- “Organization” means “GEM Enviro Management Ltd.”
- “Policy” shall mean this “Supplier Code of Conduct” adopted by the organization.

2. Objective

The policy on ‘Supplier Code of Conduct’ outlines the business practices applicable to the suppliers of GEM Enviro Management Ltd. (hereinafter called “GEM” or “the company”).

The company expects all its suppliers to operate in accordance with the responsible business principles detailed in this policy and in compliance with all the applicable laws and regulations. The company expects its suppliers to implement a similar code with their own business partners.

3. Scope

This code of conduct is applicable to the suppliers of GEM.

4. Implementation

The suppliers to GEM are expected to implement this code of conduct. If there exists a gap in supplier’s existing business practices vis-à-vis this code, the supplier is expected to implement a time-bound improvement plan. In cases of gross violation of this code, the company reserves the right to take appropriate action.

5. Grievance Redressal

The company expects its suppliers to have a grievance redressal mechanism under which the employees can voice their concerns without fear of any retribution. All grievances are to be investigated fairly within a reasonable timeline. The company also encourages its suppliers to voice their opinion about the potential and actual violation of this code.

6. Supplier Code of Conduct

a. Business Ethics:

The suppliers to GEM should;

- i. Adhere to the anti-bribery & anti-corruption policy as followed by the company.
- ii. Disclose actual or potential conflicts of interest to the company.
- iii. Adhere to data privacy laws and be compliant with the contractual requirements of confidentiality.
- iv. Exercise quality and sustainability due diligence for the services delivered or for design, manufacture, testing and delivery of products.

b. Health & Safety

The suppliers to GEM should;

- i. Provide a safe, secure, and healthy workplace to all its workforce.
- ii. Ensure that hazard identification, measurement and mitigation process is in place.
- iii. Ensure compliance with all local/state/national laws and regulations.
- iv. Conduct periodic safety training for all its workforce.
- v. Enable the workforce to report unsafe/ unhealthy workplace conditions without any fear of retribution. Such complaints should be investigated and remedied within a reasonable time frame.

c. Environment

The suppliers to GEM should;

- i. Proactively incorporate environmental considerations into their operations and strive to minimize the negative impacts on the environment.
- ii. Comply with all local/national environmental laws/ regulations
- iii. Plan and implement an environmental monitoring system to minimize the environmental impact of its operations.
- iv. Plan to promote environmentally friendly technologies in their operations.

d. Working conditions and Employment practices

The suppliers to GEM should;

- i. Respect, adopt and implement all laws and regulations related to labour practices and protection of human rights.
- ii. Commit to a workplace free of abuse and harassment of any kind.
- iii. Establish fair processes for grievance redressal, disciplinary action, and employment termination.
- iv. Respect rights of freedom of association of employees.
- v. Comply with local/national laws for paid sick leave, annual leave, and work hour requirements for workers.

7. Review of the Policy

This policy would be reviewed, updated, and shared periodically with the suppliers.

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