

Vendor & Supplier Code of Conduct

BACKGROUND:

Mahindra Finance is one of the leading NBFC's of India. We are committed to managing the environmental, social & economic impacts to the society at large. This approach extends to facets of our business. Likewise, Mahindra Finance has a responsibility of ensuring that its Vendor & Suppliers operate in a responsible & transparent manner upholding ethical business practices.

OBJECTIVE

The Vendor & Supplier code of conduct lays down Mahindra Finance's expectations for human rights, labor, and environmental standards throughout our value chain. Mahindra Finance reinforces a positive, safe and healthy workplace environment which fosters respect and inclusiveness among workforce members. The company expects its stakeholders to have similar standards as well.

1. LABOUR/WORKPLACE MANAGEMENT

FORCED OR COMPULSORY LABOUR

All our Vendor & Supplier partners must ensure that their employees are hired on their own free will and must prohibit forced, bonded, or any other form of compulsory labour such as slavery or trafficking, transporting, recruiting, transferring or receiving persons by means of threat, force, coercion, abduction or fraud for labor or services in all of their operations.

CHILD LABOUR

All our Vendor & Supplier partners should implement the applicable laws against child labour, including those relating to minimum age limits. All our stakeholders must conform to a 'no child-labour' policy.

WORKING HOURS

All our Vendor & Supplier partners must ensure that their employees do not work more than the maximum working hours prescribed by the applicable laws or regulations.

WAGES AND BENEFITS

Remuneration paid by all our Vendor & Suppliers to their employees must comply with applicable laws or regulations including, but not limited to minimum wages, deduction from wages, overtime hours and associated benefits as applicable.

EQUAL EMPLOYMENT OPPORTUNITY AND NON-DISCRIMINATION/ NO HARRASSMENT

All our Vendor & Suppliers must treat their employees with respect and dignity, ensure equal opportunity to their employees and ensure that there is no discrimination and harassment on any basis.

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2. HEALTH SAFETY & ENVIRONMENTAL SUSTAINABILITY

ENVIRONMENT

All our Vendor & Suppliers must comply with norms related to pollution and abide by the guidelines of Central & (or) State Pollution Control Boards wherever applicable. They should proactively take initiatives for protection of environment to the maximum extent possible.

HEALTH AND SAFETY

All our Vendor & Suppliers must take appropriate measures to prevent workplace injuries and ill health and must provide employees with safe and healthy working environment.

3. BUSINESS INTEGRITY

ETHICAL CONDUCT OF BUSINESS

All our Vendor & Suppliers must conduct their business ethically at all times. There must be strict compliance with anti- corruption and anti-bribery laws. Any act in furtherance of an unlawful payment for the purpose of obtaining or retaining business or to influence any business decision would be dealt with very strictly.

CONFLICT OF INTEREST

All our Vendor & Suppliers are expected to use their judgment and avoid situations that can lead to even the appearance of a conflict. In case there is a 'Conflict of interest', it must be reported to the company through appropriate channels in a timely manner.

UNFAIR TRADE PRACTICES

Supplier shall desist from any unfair or anti-competitive trade practices.

4. CONFIDENTIALITY

All our Vendor & Suppliers must protect business and personal information of a confidential nature obtained as a result of business relationship for their dealing with the company and must not share such information with unauthorized persons in any manner.

5. COMPLYING WITH THE LAW

VIOLATIONS OF THIS CODE OF CONDUCT

Failure to comply with this Code or any other applicable law/regulations by any Vendor & Supplier will result in termination of company's business relationship/ association/ contract with the respective Vendor & Supplier.

APPLICABILITY

All Vendor & Suppliers must provide a mandatory self-certification for this 'Code of Conduct' as a part of their on-boarding process.

SIGN-OFF

Vendor & Supplier Name:

Signature:

Date:



Mahindra FINANCE

Approved by:



Ketan Patkar
Senior General Manager
Infrastructure & Services



Gururaj Rao
Chief Information Officer



Vinay Deshpande
Chief People Officer

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