

**Ref. No.:** CCPL/CSR/HR-02

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## A. Purpose & Scope:

As a valued supplier to Cooper Corporation Ltd., we expect you to adhere to the highest standards of social, environmental, and ethical practices. This Supplier Code of Conduct outlines the principles and expectations we have regarding sustainability and responsible business conduct. By aligning with this code, you contribute to our shared commitment to sustainability and ethical excellence.

## 1. Legal Compliance:

- 1.1 Suppliers must comply with all applicable laws, regulations, and standards of the countries in which they operate, including those related to labor, environment, health and safety, and product quality.
- 1.2 Suppliers must ensure that their products and services meet all legal requirements and are safe for their intended use.
- 1.3 Suppliers are required to inform the procurement PoC in case of any litigation that poses a risk to the business continuity in a timely manner.

## 2. Labor and Human Rights:

- 2.1 Suppliers shall treat their employees with dignity, respect, and fairness, and uphold fundamental human rights.
- 2.2 Suppliers shall not employ child labor, forced labor, or engage in any form of modern slavery.
- 2.3 Suppliers shall ensure compliance with laws regarding working hours, wages, benefits, and freedom of association.
- 2.4 Suppliers shall provide a safe and healthy working environment, promoting employee well-being and appropriate safety measures.
- 2.5 Suppliers shall not discriminate on basis of gender, cast, creed, race, ethnicity or any other demographical differentiator and shall practice equal pay for equal work.
- 2.6 Suppliers shall identify potential and known conflict affected high risk areas in their value chain and report to the procurement PoC regarding the same. At the same time, the suppliers shall deploy a system that ensures that human rights violations in the value chain are identified and mitigated.

## 3. Environmental Responsibility:

- 3.1 Suppliers shall minimize their environmental impact by adopting sustainable practices.
- 3.2 Suppliers shall comply with environmental laws and regulations, including those related to pollution prevention, waste management, emissions reduction, and resource conservation.
- 3.3 Suppliers shall strive to reduce their carbon footprint, energy consumption, and water usage.
- 3.4 Suppliers shall promote the use of environmentally friendly materials and technologies.

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## 4. Business Ethics and Anti-Corruption:

- 4.1 Suppliers shall conduct their business with the highest ethical standards, integrity, and transparency.
- 4.2 Suppliers shall not engage in bribery, corruption, fraud, collusion, or any form of unethical behaviour.
- 4.3 Suppliers shall compete fairly, complying with antitrust laws and respecting intellectual property rights.
- 4.4 Suppliers shall maintain accurate records and financial statements and avoid any conflict of interest.

## 5. Supply Chain Management:

- 5.1 Suppliers shall promote responsible practices throughout their own supply chain.
- 5.2 Suppliers shall communicate and enforce our Supplier Code of Conduct to their own suppliers and subcontractors.
- 5.3 Suppliers shall assess and manage risks associated with their supply chain, ensuring compliance with social, environmental, and ethical standards. Suppliers are required to report on any such risk that may affect the supply chain to the procurement PoC in a timely manner.

## 6. Transparency and Reporting:

- 6.1 Suppliers shall provide accurate and transparent information regarding their operations, products, and services.
- 6.2 Suppliers shall report any changes in their operations or risk profile that may impact their compliance with this Supplier Code of Conduct.
- 6.3 Suppliers shall cooperate in audits, assessments, and requests for information related to sustainability performance and adherence to this code.

## 7. Continuous Improvement:

- 7.1 Suppliers shall strive for continuous improvement in their social, environmental, and ethical performance.
- 7.2 Suppliers shall set targets, measure performance, and implement corrective actions to address deficiencies and enhance sustainability practices.
- 7.3 Suppliers are encouraged to innovate and adopt best practices that contribute to sustainable development.

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**8. Social License to Operate:**

- 8.1 Suppliers shall develop trust with local communities and ensure that they contribute to the society positively.
- 8.2 Suppliers shall encourage the development of local small and medium businesses and prefer local talent while recruiting.
- 8.3 Suppliers shall report on any local unrest that may affect their business as usual to the procurement PoC in a timely manner.

**9. Quality of delivery:**

- 9.1 Suppliers shall deploy systems to ensure quality management and testing of products.
- 9.2 Suppliers shall adhere to the agreed upon product specifications and terms.
- 9.3 Suppliers shall ensure timely delivery of products/services.

By adhering to this Supplier Code of Conduct, you demonstrate your commitment to responsible and sustainable business practices. Failure to comply with this code may result in a reassessment of our business relationship. We value our partnership and look forward to collaborating on our shared journey towards sustainability and responsible supply chain management.

**B. Contact Information:**

For questions or comments about this policy, contact Chief Human Resources Officer (CHRO)

**C. Created / Approved By:**

Signed,

**Nitin Deshpande****Chief Human Resources Officer (CHRO)****Date: 14-July-2023****DOCUMENT REVISION HISTORY DETAILS:**

Sr No	New Rev. No / Date	Reason for change	Brief details of change	Issue to	Issued By	Approved By
01	00/ 14.07.2023	New released	Global ECOVADIS requirement	Issue all user department – Portal / Website, all suppliers, all employees etc	AGM	NPD