



## SUPPLIERS CODE OF CONDUCT

(Approved in the Board Meeting held on July 17, 2024, and made effective from July 17, 2024)

## PURPOSE

Raymond Lifestyle Limited (hereinafter referred as “The Company”), provides a fair, humane and healthy environment to the persons who are directly or indirectly involved in the manufacturing of our products. In addition, we expect a similar principled conduct from our business partners in the value chain. Our goal is to embed sustainability across the value chain.

## SCOPE AND APPLICATION

The Company’s Supplier Code of Conduct is applicable to all our suppliers, along with contractors, sub-contractors (through the relevant contractors), logistics partners, service providers, business partners, or any other entity entrusted that provides goods and services to us, across geographies. This Code of Conduct is aligned with the regulatory requirements, principles of United Nations Global Compact (UNGC), United Nations Guiding Principles on Human Rights and the relevant International Labour Organization (ILO) conventions.

## ENVIRONMENT MANAGEMENT AND COMPLIANCE

We expect our suppliers to comply with existing environmental laws and have all necessary licenses, permits and other required approvals for continuing its operations. We also expect all suppliers to have an environment management system in place through which they promote greater environmental responsibility, use of environmentally friendly technologies and to set environment related goal and measure progress.

- **Energy Conservation:** We expect our suppliers to monitor their energy use and take necessary steps to improve energy efficiency.
- **Water management:** We expect our suppliers to develop water management strategies to track water consumption and wastewater disposal.
- **Waste Management:** Our suppliers embrace the principles of circular economy by reducing, reusing, recycling, and recovering waste materials generated in operations.
- **Air Emissions:** We expect our suppliers to monitor, regulate and treat air emissions of volatile organic compounds, aerosols, corrosives, particulates, ozone depleting chemicals and combustion by-products generated from operations.
- **Responsible Sourcing:** We expect our suppliers to integrate sustainability into their supply chain through sustainable procurement practices, use of sustainable raw materials and continuous engagement.
- **Hazardous Substances:** We require our suppliers to handle, store, and dispose of chemicals and hazardous materials in an environmentally responsible manner and train workers on these procedures.
- **Biodiversity:** Suppliers shall avoid deforestation in their operations. They shall focus on biodiversity conservation in and around the project sites with emphasis on places of concern and protected areas, where applicable.
- **Climate Change:** Our suppliers are expected to acknowledge climate change as a matter of global concern and undertake result-oriented climate actions including risk assessment and mitigation, GHG reduction and climate adaptation.

## FREEDOM OF ASSOCIATION AND COLLECTIVE BARGAINING

We expect our suppliers to respect their workers’ rights to form and join any association and bargain collectively. They shall be free to join an organisation of their choice and that their doing so will not result in any negative consequences or penalty. The company shall not in any way interfere with the establishment, its functioning, or administration of such organizations.

## PROHIBITION OF FORCED OR COMPULSORY LABOUR

We expect our suppliers to refrain from using or supporting forced, bonded, indentured labour or involuntary prison labour. Suppliers In addition, should not keep original identification papers/documents and demand employees to pay deposits when they start working. No part of any employee’s salary, benefits, property or documents shall be withheld by the supplier or any entity supplying labour to them. Furthermore, the employees must have the right to leave the workplace after usual workday is over, as well as have the option to leave their job.

## PROHIBITION OF CHILD LABOUR

Suppliers must not, under any circumstances, use child labour as defined by national and local laws and / or ILO Convention, whichever is more stringent. Additionally, child labour remediation procedure be developed that provides adequate financial and/or other support to enable children to attend and remain in school until they are no longer minors, in case any child is found to be working in the company's supply chain.

## NON-DISCRIMINATION

We expect our suppliers to strictly adhere to all applicable laws and regulations and prohibit workplace discrimination based on religion, age, nationality, colour, gender, sexual orientation, ethnicity, physical ability, health condition, marital or maternity status, political opinion, creed etc. Vendors must not indulge in forceful medical testing or examination which are not associated with work related risks.

## HEALTH AND SAFETY

We expect our suppliers to ensure that all employees have a safe and healthy workplace that is in compliance with all applicable laws, regulations and industry standards. The suppliers should maintain documentation and records on the health and safety aspects with defined KPIs and ensure that necessary precautions are taken to prevent potential accidents and health injuries by limiting the cause of dangers in the workplace and providing appropriate safety equipment.

## WORKING HOURS, WAGES AND LEAVE BENEFITS

We expect our suppliers to comply with all applicable laws and regulations on working hours, weekly rest day and public holidays. The normal work week, not including overtime, shall be defined by law but shall not exceed 48 hours. Personnel shall be provided with at least one day off following every six consecutive days of working. In addition, we expect our suppliers to comply with all applicable laws and regulations concerning wages and benefits. Wages and benefits paid for a standard working week shall meet at least legal or industry minimum standards and always be sufficient to meet basic needs of workers and their families. Deductions from wages as a disciplinary measure shall not be permitted unless authorized by applicable law.

## FAIR TREATMENT

We expect our Suppliers to treat all its employees with dignity and respect. The company does not engage in or tolerate the use of corporal punishment, mental or physical coercion, harassment, or verbal abuse of personnel. In addition, no harsh or inhumane treatment is allowed.

## SAFE WORKPLACE

We expect our suppliers to provide:

- A work environment that is compliant with all applicable safety laws and standards such as electrical and fire safety laws.
- Clean drinking water and proper sanitation facilities.

## COMMUNITY ENGAGEMENT

We encourage our suppliers to actively engage with local communities and contribute towards the enhancement of the quality of life and making them self-reliant.

## PRODUCT STEWARDSHIP

We encourage our suppliers to take necessary precautions to avoid ingredients, designs, faults that may have an adverse effect or harm human life or health during product manufacturing, use, or disposal.

## STAKEHOLDER ENGAGEMENT

We expect our suppliers to practice transparent and effective communication with their stakeholders on a periodic basis.

## REGULATORY COMPLIANCE

We expect our suppliers to follow the applicable laws of the land in which it operates. Suppliers shall identify the risks connected with their operations including but not limited to environmental, health and safety, labour practises and ethics. Furthermore, suppliers are expected to put in place adequate procedures and controls to manage such risks.

## TRANSPARENCY AND ANTI-CORRUPTION

We expect our suppliers to comply with all the relevant anti-bribery and anti-corruption laws including but not limited to the Indian Prevention of Corruption Act, 1988 (IPC), the U.S. Foreign Corrupt Practices Act (FCPA), the U.K. Bribery Act (UKBA), and other applicable laws governing corruption and bribery, whether public, commercial or both. The suppliers for obtaining contract/favourable treatment shall ensure adherence to the following:

- Supplier and or its employees shall not directly or indirectly offer or give any bribe, kickbacks, or any other improper payments to obtain or retain a business.
- Supplier shall not offer any cash, gift, meals, entertainment, or other hospitality for the purpose of obtaining any improper benefit or advantage.
- Supplier shall not take any advantage (social/ political connections) to obtain favourable treatment from the Company.
- Suppliers shall not take any advantage (social/ political connections) to obtain favourable treatment from the Company. Any dealings or transactions with the Company shall be solely based on the merit, honesty, and integrity.
- Suppliers must take aggressive actions to remove all forms of corruption, including bribery, fraud, maintaining falsified documents, cheating, and any other illicit behaviour.

## CONFLICT OF INTEREST

We expect our suppliers to disclose any actual or potential conflicts of interest arising from personal or professional ties with anybody, including but not limited to the Company's suppliers, business associates, rivals, or employees before entering any contractual or other relationship with such persons. Suppliers should not indulge in any business, monetary or any other transaction either directly with the Company's employee or relatives that creates any conflict of interest for the Company. Suppliers should report forthwith to the Company of any situation where an employee of the Company may have an interest, either directly or indirectly, in the Supplier's business or economic ties with the Supplier.

## DATA PRIVACY AND INFORMATION SECURITY

We expect our suppliers to protect and appropriately use the personal data of their workers and other stakeholders, in line with existing laws and regulations. Furthermore, our suppliers must implement systems to secure information related to the Company against unauthorised access, use, or disclosure.

## GRIEVANCE MECHANISM

We expect our suppliers to enable their employees' voice their concerns freely through robust grievance redressal mechanisms. Employee hotlines and open-door policies shall be encouraged.

## ACCOUNTABILITY

We expect our suppliers to have a governance framework with designated personnel / team to oversee and ensure adherence of the Company's Code of Conduct and ESG initiatives at the suppliers' end.

## IMPLEMENTATION OF THE SUPPLIERS CODE OF CONDUCT

This Suppliers Code of Conduct is effective from July 17, 2024. Suppliers must conduct regular/periodic internal assessments to assure their compliance with the aforesaid Suppliers Code of Conduct. Raymond Lifestyle Limited or any third party appointed by the Company reserves the right to conduct

announced or unannounced inspections of suppliers and their facilities to verify compliance with the said Code of Conduct.

By accepting any purchase order or entering a contract with Raymond Lifestyle Limited, the supplier thereby acknowledges and certifies its compliance with the above-mentioned principles under this Code.

#### MONITORING AND REPORTING

The Risk Management and ESG Committee shall monitor the Suppliers Code of Conduct.

#### REVIEW OF THE POLICY

The policy will be reviewed periodically for its suitability and updated as necessary.

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