

Supplier Code of Conduct

**Glenmark Pharmaceuticals Limited** 

### **Supplier Code of Conduct**

#### Introduction

At Glenmark Pharmaceuticals Limited (Glenmark), we firmly believe that our suppliers form an integral part of our organization and they play a significant role in helping us develop a sustainable value chain. We have incorporated our Supplier Code of Conduct with the goal of establishing, a formal channel through which our core values and sustainability agenda can be effectively communicated to our suppliers and business partners.

### Scope

The Code of Conduct is applicable to all our suppliers, including, but not limited to, those individuals and organizations that provide services, raw materials, active ingredients, components, finished goods or other products to Glenmark directly or indirectly.

### **Business Integrity and Ethics**

- Suppliers shall conduct their business at all times with highest ethical standards.
- Suppliers are obligated to comply with all applicable laws and regulations within the country of operation.
- Suppliers should disclose any conflict of interest in any business dealings with Glenmark's management.
- Suppliers should ensure highest standards of integrity and maintain zero cases of corruption and illegal payments. Suppliers shall not engage in any form of bribery or donations to anyone in order to win for retain business.
- Suppliers must comply with all applicable laws and regulations regarding fair competition and antitrust.

# Intellectual Property & Confidential Information

- Suppliers shall safeguard and respect Glenmarks's intellectual property, trade secrets and other confidential, proprietary and sensitive information or data at all times. The information provided by Glenmark should be used only for its intended and designated purpose as decided and agreed upon between Glenmark and the supplier.
- Suppliers must abide by applicable data privacy laws and regulations when handling personal information.
- Suppliers must immediately report any unauthorized disclosure of Glenmark's confidential information, to the Legal department of Glenmark

### **Human Rights at workplace:**

- We expect our suppliers to prohibit the use of child labour and forced labor (including but not limited to human trafficking and modern day slavery) in their business operations.
- Suppliers should also ensure that there is no discrimination on the basis of race, colour, gender, age, nationality, religion, sexual orientation and marital status with any individual whom they interact with on behalf of Glenmark
- We expect our suppliers to comply with all applicable laws and mandatory industry standards pertaining to minimum wages, overtime pay and legally mandated benefits
- Suppliers should respect the right of its employees to join worker organizations, such as trade unions.

### **Employee Health and Safety:**

- Suppliers shall at all times conduct business in a manner which is protective to the environment.
- Suppliers must comply with all applicable laws and regulations pertaining to health, safety and environment.
- We expect our suppliers to provide periodic trainings on health & safety to their employees
- We encourage our suppliers to follow international safety standards and create a safe working environment for its employees at all times

### **Environmentally Sustainable Practices and Processes**

- We expect our suppliers to have systems in place to reduce their environmental footprint through energy, waste and water conservation initiatives
- We also expect our suppliers to take adequate measures to ensure safe handling, movement, storage, recycling, reuse and management of waste and wastewater discharged
- We encourage our suppliers to use natural resources (e.g. water, sources of energy, raw materials) in a judicious and sustainable manner and to promote the use of renewable energy sources wherever possible and feasible.

## **Applicability:**

We understand that our suppliers fall under various categories in line with their scale, the product/service they supply, the raw materials being used by them, their organizational structure and geographies of operation. Keeping these factors in mind, we have designed our Code in a manner that is applicable for our whole supplier base, although the level

and type of compliance may vary depending on the type of supplier and the principles applicable to them.

Glenmark, reserves the right to conduct audits or assessments to ensure suppliers' compliance to the Code and shall take necessary actions regarding our relationship with them in cases of non-compliance.

Executive Vice President (Strategic Sourcing & Procurement)

Date: 3<sup>rd</sup> December 2018