

Supplier Code of Conduct

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1.0	Business Heads	17 th May 2025	Board of Directors

1. Purpose

UFlex Limited (hereinafter to be referred as “UFlex”) Supplier Code of Conduct is aimed at ensuring that our environmental, social and governance (ESG) commitments extend along our value chain to all Suppliers. The Code is aimed at furthering UFlex’s commitment to protecting the limited resources on our planet and ensuring responsible practices that benefit our stakeholders and the larger society.

2. Scope

The Code applies to UFlex Limited, and its 100% subsidiaries and scope covers all procurement activities conducted by UFlex across its operations. It encompasses the selection, evaluation, and procurement of equipment, products, raw materials, appliances, and services we procure.

3. Definitions

- **“Company”** or **“we”** or **“our”** refers to UFlex Limited.
- **“Code”** refers to the Supplier Code of Conduct.
- **“Supplier”** refers to any individual/business that UFlex procures equipment, products, raw material, or appliances from.

4. Supplier Commitments

As a part of this Code, we expect our Suppliers to adhere to the following commitments:

4.1 Health and Safety

The Supplier should ensure that health and safety practices in compliance with laws and regulations are being followed in their operations. Any risks that may arise in relation to employees and workers physical and mental health must be addressed immediately. The Supplier should provide adequate training to all employees and workers to ensure that they are educated on relevant health and safety procedures, use of protective equipment and the methods to report unsafe work.

4.2 Environmental Sustainability

The Company is dedicated to embedding environmental sustainability across all our business operations, including throughout our supply chain. All Suppliers must be dedicated to integrating sustainability in their businesses, which includes commitments to reduce emissions, enhance energy efficiency, minimize waste, and conserve water.

Suppliers should ensure that all environmental compliances are maintained and obtain related legal permits for operations wherever required.

4.3 Business Ethics

UFlex has high standards of business ethics, the same of which are expected from our Suppliers. The Company expects all Suppliers to uphold the following commitments:

- **Commitment to integrating anti-corruption and anti-bribery** practices in operations, along with mechanisms in place to report concerns and train employees on the same.
- Commitment to having methods in place to avoid any **conflict of interest** in the business relationship with UFlex.
- Commitment to increasing awareness and implementation of **anti-competitive** practices in operations.

4.4 Data Privacy

Suppliers must ensure confidentiality of any information, acquired through their association with UFlex. Information related to UFlex's employees, clients, vendors, or other business partners, including intellectual property must be protected. Suppliers must adhere to the following at a minimum:

- Maintain the confidentiality of any information not publicly available and use it exclusively for business purposes.
- Safeguard such information to prevent its misuse for gaining an unfair business advantage.
- Report any breach of confidential information immediately upon discovering it.

4.5 Human Rights

UFlex expects all Suppliers to uphold basic human rights of their employees and workers, including but not limited to the following:

- Prohibition of **child labour and forced labour** across their operations. If any Supplier is found to be violating this right, steps will be taken to terminate the business relationship immediately.
- **Freedom of association and collective bargaining** for workers and employees in the Suppliers operations.
- Proper **working conditions** such as fair working hours, overtime, and holidays in compliance with local laws and regulations.
- Payment of **wages and benefits** in compliance with local laws and regulations, ensuring that all workers are paid above minimum wage.
- Treatment of all employees and workers with respect and dignity, ensuring **non-tolerance for discrimination and harassment** of any kind.

5. Roles and Responsibilities

The following are the outlined roles and responsibilities for the Supplier Code of Conduct:

- The **Business Heads and Procurement team** are jointly responsible for ensuring the Code is communicated effectively to all Suppliers.
- The **Internal Audit team** reviews procurement activities to ensure that commitments of this Code are being adhered to. The Company reserves the right to conduct internal or external assessments of its Suppliers to check their adherence with this Code.

6. Communication and Training of the Code

Our Supplier Code of Conduct is made available to all our stakeholders on our website.

The Company provides regular training to all procurement professionals and the managing team on fostering the commitments of this Code in their business processes.

7. Monitoring and Review

The Procurement team is responsible for upholding the commitments of this Code and monitoring progress towards the same. In case the Supplier fails to take appropriate measures to mitigate risks that arise during assessment, the Company reserves the right, in addition to its contractual rights, to end the supplier relationship with no further obligations.

The Code undergoes a formal review and revision process every year, where the commitments outlined are discussed and updated. The Procurement Head is responsible for monitoring and reviewing this Code and presenting the updates to the Board of Directors for final approval.

8. Grievance Mechanism

All Suppliers have access to a grievance channel where they may report any concerns related to this Code. This channel offers way for Suppliers to raise concerns without fear of retaliation and the promise of fair investigation and closure. Suppliers can reach out to Suppliercoc@UFlexltd.com to submit any grievances.

9. Related Policies

This policy should be read alongside the following policies of UFlex:

S. No.	Policy
1	Anti-Bribery and Anti-Corruption Policy
2	Code of Conduct
3	Environment Social Governance (ESG) Policy
4	Human Rights Policy
5	Sustainable Procurement Policy
6	Whistle Blower Policy