



MS AGARWAL FOUNDRIES PVT. LTD.

# SUPPLIER CODE OF CONDUCT



### 1. INTRODUCTION

**1.1** MSAF exists to deliver value to our stakeholders in building a safe and strong nation and make the world a better work place. In line with the purpose, MSAF accords highest priority to Business ethics and best business practices. Suppliers/ Vendors are our one of the key stakeholders. MSAF values its relations with all its vendors / suppliers and will deal with them in a fair and transparent manner.

**1.2** MSAF manufactures a range of construction products, including Fe550D TMT Rebars, Fe 500D CRS TMT Bars, Epoxy coated TMT Rebars, Cut and Bend customized rebars, MS Round Bars, and Binding Wire.

### 2. SCOPE

- This code of conduct applies to all businesses that provide Supplies or services for **MSAF**.
- **MSAF** requires supplier / Vendors and their employees to commit to this code of conduct as a condition of doing business.

### 3. POLICY STATEMENTS

#### **3.1 Compliance with Laws and Regulations:**

Suppliers are required to adhere to all pertinent laws, regulations, and industry standards that govern their operations. This encompasses, though is not restricted to, compliance with labor laws, environmental regulations, health and safety protocols, and anti-corruption statutes.

#### **3.2 Ethical Business Practices:**

- 3.2 a.** Suppliers are expected to conduct their business affairs with integrity, honesty, and transparency. They are to refrain from engaging in any form of bribery, corruption, unethical conduct in their dealings with our company **or on behalf of our company** either directly or through their agents/representatives.
- 3.2b.** Supplier shall not enter into any financial or other relationship with MSAF employee that creates any actual or potential conflict of interest for MSAF.

#### **3.3 Labor Practices**

Suppliers must uphold the rights of workers as outlined in international labor standards, including but not limited to:

- 3.3a.** No forced labor: Suppliers shall not engage in any form of forced or involuntary labor, including bonded labor, human trafficking, or slavery.
- 3.3b.** No child labor: Suppliers shall not employ individuals below the legal minimum age for employment as defined by applicable laws and regulations or the International Labour Organization (ILO) standards, whichever is higher.
- 3.3c.** Fair treatment: Suppliers shall provide fair wages and benefits to workers in compliance with applicable laws and industry standards. They shall also ensure safe and healthy working conditions for all employees.
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### **3.4 Environmental Responsibility:**

Suppliers must minimize their environmental impact by implementing sustainable practices and striving for continuous improvement in environmental performance.

This includes:

- 3.4a.** Compliance with environmental laws and regulations.
- 3.4b.** Conservation of natural resources and energy efficiency.
- 3.4c.** Reduction of waste generation and proper management of hazardous substances.
- 3.4d.** Responsible sourcing of raw materials and consideration for environmental sustainability throughout the supply chain.

### **3.5 Quality and Product Safety:**

Suppliers must deliver products and services that meet agreed-upon quality standards and specifications. They are responsible for ensuring the safety, reliability, and performance of their products, as well as providing accurate and truthful information about their products.

### **3.6 Confidentiality and Intellectual Property:**

Suppliers must respect the confidentiality of proprietary information shared by MSAF and take appropriate measures to safeguard it. They shall also respect intellectual property rights and refrain from infringing upon the intellectual property of others.

### **3.7 Continuous Improvement:**

Suppliers are encouraged to actively seek opportunities for continuous improvement in their operations, including but not limited to quality, efficiency, sustainability, and ethical practices.

### **3.8 Documentation and Audit Clause:**

- a. Documentation Requirements:** Suppliers shall maintain accurate records of all transactions, agreements, and communications related to their business dealings with our manufacturing unit. These records shall be comprehensive, clear, and maintained in a secure manner to ensure confidentiality and accessibility for audit purposes.
  - b. Audit Compliance:** Suppliers shall allow our manufacturing unit or its designated representatives the right to conduct audits, including but not limited to financial, ethical, and operational audits, to ensure compliance with this Code of Conduct. These audits may be scheduled or unscheduled, and suppliers are expected to provide full cooperation and access to all relevant facilities, documents, and personnel during such audits.
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### 3.9 No Sexual Harassment Policy:

- a. Suppliers shall maintain a workplace environment free from all forms of sexual harassment. Sexual harassment includes unwelcome sexual advances, requests for sexual favors, and other verbal or physical conduct of a sexual nature that creates an intimidating, hostile, or offensive work environment.
- b. **Compliance and Reporting:** Suppliers shall establish clear policies and procedures to prevent and address incidents of sexual harassment. This includes providing training to employees on what constitutes sexual harassment, how to report incidents, and the consequences for engaging in such behaviour.
- c. **Investigation and Remedial Action:** In the event of a complaint or allegation of sexual harassment involving a supplier's employees, the supplier agrees to promptly investigate the matter impartially and take appropriate remedial action as necessary. This may include disciplinary action up to and including termination of employment.
- d. **Non-Retaliation Policy:** Suppliers shall not retaliate against any individual who reports an incident of sexual harassment in good faith or participates in an investigation regarding such complaints.

### 3.10 Reporting of Misconduct:

Suppliers having any complaints relating to misconduct, violations, or improper demands involving interactions with MSAF employees are required to promptly report such unethical activities.

Reporting should be made through the **Ethics Helpline at 9154317011** or via email at **ethics.msaf@gmail.com**. All information disclosed will be handled with strict confidentiality.

## OUR VALUES

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Customer Centricity  
Result Oriented  
Entrepreneurship  
Empathy  
Integrity  
Humility  
Sustainability

## MS AGARWAL FOUNDRIES PVT. LTD.

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