



## Tata Elxsi Supplier Code of Conduct

The Code of Conduct for supply chain partners provides the foundation for continuous engagement and dialogue on their ethical, social, and environmental performance. This code is an integral part of the relationships and part of all contracts with the suppliers.

**Expectations from Supply Chain Partners:** All supply chain partners are expected to demonstrate compliance to all the five principles in the policy over a period of time.

### 1. Compliance with Laws and Regulations

We expect suppliers to comply with the laws and regulations related to business conduct, including trade sanctions, competition/antitrust, and data privacy/protection laws.

### 2. Fair Business Practices

- a) **Business Integrity:** In all business interactions, the highest standards of integrity are to be upheld. Suppliers shall have a zero-tolerance policy to prohibit all forms of bribery, corruption, extortion, and embezzlement.
- b) **Disclosure of Information:** All business dealings should be transparently performed and accurately reflected on the supplier's business books and records. Falsification of records and/or misrepresentation of conditions or practices in the supply chain is unacceptable.
- c) **Intellectual Property:** Intellectual property rights are to be respected; transfer of technology and know-how is to be done in a manner that protects intellectual property rights; and customer and supplier information is to be safeguarded.
- d) **Protection of Identity:** Programs that ensure the confidentiality, anonymity, and protection of supplier and employee whistle-blowers must be maintained unless prohibited by law.
- e) **Conflict of Interest:** The suppliers are expected to report to Tata Elxsi if any situation may appear as a conflict of interest and disclose to them if any employee or professional under contract with Tata Elxsi may have an interest in the supplier's business or any economic ties with the supplier.
- f) **Data Privacy:** The suppliers are expected to process personal data confidentially and responsibly, respect everyone's privacy, and ensure that personal data is effectively protected and used only for legitimate purposes.
- g) **Fair Competition:** The suppliers should act in accordance with national and international competition laws and not participate in price-fixing, market or customer allocation, market sharing, or bid rigging with competitors.
- h) **Gifts and Hospitality:** Gifts and hospitality given or received should be modest in value, appropriate, and in compliance with Tata Elxsi's Gifts and Hospitality policy.

**TATA ELXSI**

Registered Office **Tata Elxsi Limited** ITPB Road Whitefield Bangalore 560 048 India  
Tel +91 80 2297 9123  
[www.tataelxsi.com](http://www.tataelxsi.com)



### 3. Environmental Protection

- a) Environmental Permits and Reporting: All required environmental permits, approvals, and registrations are to be obtained, maintained and their operational and reporting requirements are to be followed.
- b) Management of environmental footprint: Put in place measures to enhance energy efficiency and reduce Scope 1 & Scope 2 emissions, reduce water use and proper management of wastewater, reduce solid waste generation, minimize negative impacts on biodiversity
- c) Hazardous Substances and Material Restrictions: Hazardous substances are to be identified, labeled, and managed to ensure their safe handling, movement, storage, use, recycling, or reuse and disposal. Suppliers are to adhere to all applicable laws, regulations regarding prohibition or restriction of specific substances in products and manufacturing, including labeling for recycling and disposal.

### 4. Community Development

We expect our supply chain partners to contribute to the social, environmental, and economic development of the communities in which they operate.

### 5. Human Rights & Labour Practices

Supply chain partners are expected to ensure that the business upholds human rights, including the freedom of association and the right to collective bargaining, eliminate all forms of forced and compulsory/ forced/ bonded labor, abolish child labor, eliminate all forms of discrimination and harassment, especially based on religion, gender identity/ gender expression and provide fair and humane working hours, leave, wages and benefits.

### 6. Health and Safety Supply chain partners are expected to provide a safe, clean, hygienic place of work to all employees.

- a) Occupational Safety: Identify, assess, and control the sources for potential safety hazards (chemical, electrical, and other energy sources, fire, vehicles, and fall hazards) through proper design, engineering and administrative controls, safe work procedures, and ongoing safety training.
- b) Emergency Preparedness: Potential emergencies are to be identified and assessed, and their impact minimized by implementing emergency plans and response procedures, including emergency reporting, employee notification, and evacuation procedures.
- c) Injury and Illness: Procedures and systems are to be in place to prevent, manage, and report occupational injury and illness, including provisions to a) encourage worker reporting; b) classify and record injury and illness cases; c) provide necessary medical treatment; d) investigate cases and implement corrective actions to eliminate their causes.





- d) Hygiene, food, and sanitization: Worker's exposure to chemical, biological, and physical agents must be identified, evaluated, and controlled. They should be provided with ready access to clean toilet facilities, potable water, and sanitary food preparation, storage, and eating facilities.
- e) Protective Equipment: The company should ensure that workers are provided with protective equipment to perform their tasks.

**7. Extension to supply chain:**

Tata Elxsi expects its suppliers to adopt similar principles in dealing with their suppliers

**8. Reporting Violations:**

Tata Elxsi expects its suppliers to raise concerns about any potential breach of the Supplier Code or concerns regarding the business conduct.

Concerns can be raised directly with the Tata Elxsi contact person or can be reported through our confidential reporting service. This confidential channel enables suppliers or employees at the supplier workplace to report any ethical concerns or breaches of the Tata Code of Conduct.

**Supply chain partner's Acknowledgement**

I, the undersigned, hereby acknowledge receipt of a copy of the Supplier Code of Conduct (SCOC).

We hereby agree to adhere to Tata Elxsi's expectations from us. We confirm that we are aware of all relevant laws and regulations of the countries in which we operate.

Further, we confirm that we will report to Tata Elxsi in any case of violations of the code. Furthermore, we will make all our relevant employees/subcontractors aware of the content of the Tata Elxsi Supplier Code.

We will ensure that they will also comply with the provisions incorporated therein.

**Name of the company:**

**Name and Title of the authorized person:**

**Signature with company seal/stamp:**

**Company's registration number:**

**Date:**

**Place:**



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