

CONTRACTOR / SUPPLIER  
CODE OF CONDUCT  
OF  
SIGNATUREGLOBAL (INDIA)  
LIMITED

**(Formerly known as Signatureglobal (India) Private limited)**

(Approved by the ESG Committee on 03.03.2024)

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# Contractor / Supplier Code of Conduct

Updated: 03<sup>rd</sup> March 2025

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## 1. Purpose and Scope

Signatureglobal (India) Limited (“the Company”) is committed to conducting business with integrity and expects the same from all third-party contractors, vendors, service providers, and suppliers (“Contractors/Suppliers”). This Code of Conduct sets forth the minimum ethical, social, environmental, and governance standards expected from all Contractors/Suppliers who conduct business with the Company.

This Code applies to all entities, employees, subcontractors, and affiliates who supply goods or services to Signatureglobal (India) Limited across its developments and operations.

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## 2. Key Commitments

### 2.1 Legal and Regulatory Compliance

Contractors/Suppliers shall comply with all applicable laws, regulations, and industry standards of the jurisdictions in which they operate, including those under the **Companies Act, 2013**, **Factories Act, 1948**, and **Labour Codes**.

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### 2.2 Business Integrity and Ethics

- Maintain honesty, fairness, and ethical conduct in all dealings.
- Compete based on merit — avoiding anti-competitive practices, bid-rigging, and price collusion.
- Reject all forms of **bribery, corruption, and facilitation payments**, whether direct or indirect.
- Disclose any potential **conflict of interest** in business dealings with Signatureglobal (India) Limited.

- Contractors/Suppliers are encouraged to implement internal **Anti-Corruption and Ethics Policies**.
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## 2.3 Labour Standards and Human Rights

- Uphold all applicable labour laws, including those related to wages, hours, and working conditions.
  - Prohibit all forms of **forced labour, bonded labour, child labour, and trafficking**.
  - Provide a **non-discriminatory and harassment-free workplace**.
  - Ensure transparent grievance redressal channels for workers.
  - Promote employee dignity through respectful disciplinary practices.
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## 2.4 Occupational Health and Safety (OHS)

- Comply with OHS laws and Signatureglobal (India) Limited's safety standards across all project sites.
  - Provide PPE, safety training, and safe working conditions to workers and subcontractors.
  - Report serious incidents and unsafe practices immediately to Signatureglobal (India) Limited's site management team.
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## 2.5 Environmental Stewardship

- Comply with relevant environmental laws, including Environmental Impact Assessment (EIA) norms, water and air standards, and waste disposal laws.
  - Maintain all necessary **environmental clearances, permits, and compliance documents**.
  - Monitor and reduce energy use, water consumption, and GHG emissions.
  - Avoid practices that degrade ecosystems, harm biodiversity, or promote deforestation.
  - Implement pollution control, waste reduction, and circular economy practices in operations.
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## 2.6 Confidentiality and Data Protection

- Maintain confidentiality of all proprietary information shared by Signatureglobal (India) Limited.

- Comply with data privacy regulations, including the **Digital Personal Data Protection Act, 2023** (if applicable).
  - Refrain from unauthorized disclosure or use of Signatureglobal (India) Limited's information.
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## 2.7 Intellectual Property Rights

Respect and protect Signatureglobal (India) Limited's and third-party intellectual property, including trademarks, copyrights, and patents.

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## 2.8 Freedom of Association and Collective Bargaining

Recognize employees' right to form associations or unions and to bargain collectively in accordance with applicable laws.

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## 2.9 Training and ESG Integration

- Contractors/Suppliers shall educate employees on this Code and encourage ESG-aligned business practices.
  - Maintain transparency in operations and, where possible, publish **ESG performance disclosures**.
  - Contractors with their own ESG and Code of Conduct policies are encouraged to align them with Signatureglobal (India) Limited's standards.
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## 3. Reporting Violations

Contractors/Suppliers must report any violation or suspected violation of applicable laws or this Code of Conduct in a confidential manner. Reports may be submitted via the Company's designated compliance or whistleblower channels.

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## 4. Audits and Corrective Action

- Signatureglobal (India) Limited reserves the right to conduct **scheduled or unannounced audits** to assess compliance with this Code.
  - In case of non-compliance, Contractors/Suppliers may be asked to implement a **Corrective Action Plan (CAP)**.
  - Continued or serious violations may lead to **contract termination, suspension, or delisting** as per contract agreement.
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## 5. Review and Updates

This Code shall be reviewed periodically to reflect evolving legal requirements, ESG best practices, and Signatureglobal (India) Limited's operational priorities. All Contractors/Suppliers are expected to refer to the Company's website or procurement team for the latest version.