



---

## **MITSU CHEM PLAST LIMITED**

Reg. Off: 329, GALA COMPLEX, 3RD FLOOR, DIN DAYAL UPADHYAY  
MARG, MULUND (W), MUMBAI – 400 080.

---

## **SUSTAINABLE SOURCING POLICY**

## **Introduction:**

At Mitsu Chem Plast Limited, we believe that it's essential for us to conduct our business in a way that positively impacts society and the environment. We also recognize that our actions as a company can make a significant difference. Therefore, our Sustainable Sourcing Policy is based on the principle that we value sustainability at every stage of our supply chain.

The purpose of these principle is to ensure that we deal with suppliers who share our values regarding sustainability. We expect that our suppliers, as a minimum, to follow our sustainability principles when conducting their own business. This is the starting point for entering into and maintaining a business relationship with Mitsu Chem Plast Limited. These principles are included in this Sustainable Sourcing Policy. Mitsu Chem Plast Limited requires that its suppliers follow policies and guidelines related human rights, human trafficking, child labour, working conditions, remuneration, non-discrimination, Prevention of sexual harassment, anti-corruption & anti bribery, health and safety & environment safety.

## **APPLICABILITY:**

The Sustainable Sourcing Policy applies to all suppliers providing products/material to Mitsu Chem Plast Limited. Workers/employees are considered to be all people who are working for the supplier, whether directly employed, subcontracted or employed by other agency.

We understand that our suppliers fall under different categories in terms of their scale, the product/service they supply , the raw materials being used by them, their organisation structure and geographies of operation. Keeping these factors in mind, we have designed the Policy in a manner that it works for the whole supplier base, although the level and type of compliance will vary depending on the type of the supplier and the principles applicable to them.

We expect our suppliers to set in place internal policies, governance structures, systems, processes and take any other relevant measures to ensure adherence with this Policy. The suppliers are expected to disclose to us the goals set by them, and the measures undertaken by them for each of the various principles underlined in this Policy. We will work with our suppliers to identify issues that do not meet our expectations and help them in addressing the gaps identified, if any.

## **Our policy is based on the following principles:**

- 1. Sourcing Responsibly:** We believe in sourcing our products and services in a responsible and sustainable manner. This means ensuring that the products and services we procure are ethically produced, with considerations given to environmental impact. We expect our suppliers to share this commitment while conducting their business.
- 2. Environmental Impact:** We recognize that our operations have an environmental impact. As such, we ensure that our products and services are sourced with environmental sustainability in mind. This includes finding suppliers who have implemented policies to minimize the use of natural resources, reduce waste, and prevent pollution.

---

In order to monitor the environmental performance and to become environmentally friendly, practices to monitor and minimize environmental impact should be imbibed in organization's processes. We recommend that our suppliers inculcate such practices in their operations and start new initiatives to reduce their impact on the environment.

**3. Ethical Practices:** We believe in ethical sourcing practices, and therefore, require our suppliers to comply with all applicable laws and regulations and ensure that they operate fairly and are socially responsible.

We expect that our suppliers will not employ any person below the age of 15 (or as per local law, whichever is greater). The suppliers must not use forced labour including prison or debt bondage labour, human trafficking or modern-day slavery.

We expect suppliers to comply with applicable wage and hour laws, regulations and mandatory industry standards pertaining to minimum wages, overtime pay, working hours and rest periods.

Suppliers must ensure there is no discrimination in their hiring and employment practices on the basis of race, colour, gender, age, nationality, religion, sexual orientation, marital status, citizenship, disability, veteran status, medical condition etc.

We are contributing towards social and economic development of the communities in which we operate and expect our suppliers to take steps towards same.

**4. Quality Centered:** We expect our suppliers to establish quality objectives, policies, manual, procedures and have in place a certified Quality Management System by competent authority like ISO. The suppliers should comply with local regulations, registrations, have trainings, management reviews and internal audits to ensure that the Quality Management System is effective.

We expect our suppliers to give utmost importance to equipment design, installation, maintenance and ensure validation/verification of the same. The suppliers should have in place proper housekeeping and pest control to ensure hygiene, safety and security of its workforce.

We expect our suppliers to have in place established practices for storage, handling and transportation of raw material and to maximize the risk prevention measures through good warehousing practices and proper handling of rejected item.

**5. Continuous improvement:** We continuously evaluate our sourcing practices and work towards improving them through monitoring and feedback.

**6. Accountability and Transparency:** We expect suppliers to prepare and maintain accounts of business dealings fairly, accurately and in accordance with accounting and financial reporting standards which represent the generally accepted guidelines, principles, standards, laws and regulations of the country of operation.

Supplier should keep updated all licences and records demanded by applicable legislation.

### **Monitoring and Reporting**

We expect our suppliers to monitor and report the initiatives undertaken by them with regards to ensuring adherence to this Policy. We recommend our suppliers to place monitoring and reporting mechanisms and management systems, wherever required to effectively implement and manage such initiatives. The suppliers should focus on continuously improving their performance with regards to compliance with this Policy.

### **Reporting on Breaches**

We support and encourage those who report actual or suspected breaches without any fear of retaliation. Any failure to comply with this Policy (including any failure by a team member of Mitsu Chem Plast Limited or anyone acting on behalf of Mitsu Chem Plast Limited to so comply), of which the supplier is aware, should be immediately reported through our anonymous whistle-blower process, details of which can be found on Mitsu Chem Plast Limited website. Failure to do so will be a breach of this Policy

### **Conclusion:**

Mitsu Chem Plast Limited understands that sustainable sourcing is essential to achieving our business objectives and to addressing the growing challenges of climate change and social responsibility. We are committed to continuously improving our sustainability practices and to setting an example for others in our industry.

\*\*\*\*\*