 Lee Pharma Limited	LEE PHARMA LIMITED		
	Reg Office: SY. No. : 257 & 258/1, Door No : 11-6/56-C, Opp : IDPL Factory, Moosapet, Balanagar (Post), Hyderabad – 500 037, India		
	TITLE: Policy on Supplier Code of Conduct		
	Policy No: LPHRGNP-25-00	Effective Date : 01-04-2025 Review Date: 31-03-2027	Page 1 of 2

1. Introduction

Lee Pharma is committed to conduct its business with ethics, transparency, environmental stewardship, and social responsibility. We believe in integrating these values into all aspects of our business. Suppliers are a valuable part of our business and play a critical role in supporting our mission and values. This Supplier Code of Conduct ensures that all our supplier, vendors, and business partners operate in a legal and ethical manner, in a socially and environmentally responsible manner, and in compliance with all applicable laws and regulations.

2. Scope of Applicability

This Supplier Code of Conduct is applicable to all our suppliers, vendors, and business partners that deliver their goods and services to Lee Pharma, including their subcontractors and affiliates. It sets forth the minimum requirement and standards that must be adhered to as a condition of doing business with Lee Pharma.

3. Acknowledgement and Monitoring

All the suppliers, vendors, and business partners are required to acknowledge receipt of the Supplier Code of Conduct and agree to comply with the standards set forth in this code.

Lee Pharma holds the right to monitor and assess supplier compliance through audits, site visits, document-review, and third-party assessments. In the event of non-compliance with the Supplier Code of Conduct, suppliers may have to implement corrective actions, may face suspension or termination of the business relationship.

4. Grievance Mechanism

All our suppliers shall establish grievance redressal mechanism through which employees, workers, and stakeholders will be enabled to report violations or concerns without retaliations.

We encourage our suppliers to report suspected violations of this Code as per the Whistle-Blower Policy of our company.




5. Key Principles of the Supplier Code of Conduct


a) Compliance

- Comply with all the applicable laws, rules, and regulations of the jurisdictions in which they operate which includes but not limited to regulations governing labor and employment, health and safety, environmental protection, social protection, anti-corruption, and product safety.

b) Labor and Human Rights

- Prohibit use of any form of forced, bonded, or involuntary labor.
- Do not employ individuals with age below the minimum legal age of employment.

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 Human Resources	 Human Resources	 Director

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- Provide benefits, minimum wages, and working hours in alignment with applicable laws and regulations.
- Provide equal opportunities by creating a work environment free from discrimination, harassment based on gender, race, ethnicity, religion, disability, age, sexual orientation or any other protected characteristic.
- Recognize and respect rights of employees to freedom of association and collective bargaining.

c) Business Ethics

- Prohibit all forms of corruption, bribery, improper gifts or payments.
- Avoid conflicts of interest and disclose any potential or actual conflict to Lee Pharma.
- Maintain all business records and financial accounts with utmost accuracy.
- Maintain and protect the confidentiality of intellectual property and proprietary information of Lee Pharma and other third parties.
- Adhere to data privacy laws.

d) Environmental Responsibility

- Stay in compliance with all applicable environmental laws, regulations, and standards.
- Actively monitor the environmental impact created from supplier's operations and take initiative for effective management of energy, water, waste, and raw materials to reduce the impact.
- Innovate continuously and promote the adoption of sustainable practices in all aspects of supplier's operations to improve overall operational efficiency and reduce the environmental impact.

e) Health and Safety




- Provide a safe and healthy work environment to all employees and workers
- Comply with all local and national laws and regulations on Health and Safety of the workforce.
- Conduct mock drills and safety trainings periodically for all employees and workers.
- Ensure that there is a system in place for hazard identification, monitoring and management.
- Ensure there is a mechanism through which employees and workers can report on any unsafe/unhealthy workplace conditions without retaliation.

6. Review and Update

The Supplier Code of Conduct will be reviewed and updated periodically to stay in alignment with national and global standards.

Declaration

By signing the Supplier Code of Conduct, it is hereby affirmed that this Code has been read and understood and agreed upon to comply with all the provisions outlined in this Code without exception.

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 Human Resources	 Human Resources	 Director