
	Mayur Sustainability Policy Policy (MUL/Policy/HR/03)						
	Issue date	01.04.18	Rev no	06	Rev date	28.10.24	

Mayur Sustainability Policy

Mayur Uniquoters Limited ("Mayur"), a high-tech enterprise that has been a resounding success in the field of superior synthetic leather in India, is all set to replace genuine leather genuinely. In the year 1992, driven by a vision to manufacture world-class products for the leather connoisseurs and the trend setters of the time, Mayur was borne out of high level of competence, commitment, stringent quality control measures and value addition. Currently Mayur is certified with IATF 16949:2016; QMS (ISO 9001:2015), EMS (ISO 14001:2015), OHSMS (ISO 45001) and ISMS (ISO 27001).

At Mayur, we consider sustainability to be an essential part in all our business operations. Mayur is committed to a Code of Conduct which describes how we do business. Mayur is committed to high standards of social responsibility, environmental responsibility, health & safety at work and ethically sound practices throughout its network.

As part of our work to achieve a more sustainable world, Mayur has implemented certain governing principles.

Mayur follows 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. We also expect that our suppliers, as a minimum, follow our sustainability principles when conducting their own business. This is the starting point for entering into and maintaining a business relationship with Mayur. These principles are included in this Supplier Sustainability Policy.

Mayur also requires that its suppliers follow policies and guidelines related human rights, human trafficking, child labour, working conditions, working hours, remuneration, non-discrimination, Prevention of sexual harassment, anti-corruption & anti bribery, health and safety & environment safety.

APPLICABILITY



The Mayur Sustainability Policy applies internally to all (on roll & contract employees) across the Mayur group as well as externally to all supply partner (providing services/products/raw material).

Workers/employees are considered to be all people who are working for Mayur & supplier, whether directly employed, subcontracted or employed by other agency.

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	Policy (MUL/Policy/HR/03)						
Issue date	01.04.18	Rev no	06	Rev date	28.10.24		

Mayur expects the supplier to monitor its own suppliers in order to ensure commitment to environmental and social responsibility.

COMPLIANCE

Mayur has a process in place to follow-up sustainability work. Mayur conducts reviews and/or audits to ensure compliance with this Mayur Sustainability Policy as per below principles.

Mayur also has a process in place to follow-up supplier sustainability work. Suppliers may be asked to answer a self-assessment questionnaire regarding their social and environmental performance. Mayur reserves the right to conduct reviews and/or on-site audits of our suppliers to ensure compliance with this Supplier Sustainability Policy as per below principles. Supplier agrees to cooperate in order to facilitate such reviews or audits.

SUSTAINABLE PRINCIPLES

General

Mayur & its suppliers shall comply with applicable legislative and regulatory requirements as per defined rule/act.

Anti-Corruption & Bribery

All type of corruption, bribery and such intentions are unacceptable. All should work, support& follow local legal compliance against corruption and bribery in all its types, including but not limited to extortion, fraud, money laundering and facilitation payments as per Policy.

Child Labour

No person shall be employed who is below the minimum legal age for employment, follow local regulations for legal age.



Forced & Compulsory Labour & Human Trafficking

Mayur & its suppliers shall not engage in or support the use of any form of forced, compulsory or illegal labour. Work must take place on a voluntary basis, and personal documents and possessions

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	Issue date	01.04.18	Rev no	06	Rev date	

must not be confiscated in order to force somebody to work. Workers have the right to freedom of movement & we should ensure it is afforded to them.

Freedom of Association & Collective Bargaining

Mayur & its suppliers will productively engage workers & value them as critical assets to sustainable business success. This includes respecting the rights of workers to make an informed decision as to whether to associate or not with any group & Bargain collectively on their behalf with the organization, consistent with all applicable laws.

Non-Discrimination & Prevention of sexual harassment

No employee shall be discriminated on grounds of their gender, marital or parental status, ethnic or national origin, Race, Colour, sexual orientation, religious belief, caste, political affiliation, age, or disability. Supplier should follow local regulation for Non Discrimination & sexual harassment.

Respect for Human Rights

Mayur & its suppliers are committed to uphold the human rights of workers, and to treat them with dignity and respect as understood by the local regulations. This applies to all workers including temporary, contract, direct employees, and any other type of worker.

Wages & Benefits

Mayur & its suppliers provide wages & benefits that meet or exceed local law requirements and are paid/provided in a timely manner. We commit to the betterment of wages & benefits to improve the lives of workers and their families in the community where they live.

Working Conditions

Mayur & its suppliers will provide safe & healthy working conditions for all the workers including illumination, ventilation, temperature, ergonomics etc consistent with local regulations.



Working Hours

Mayur & its suppliers shall ensure that working hours are reasonable, fair, and comply with local laws and regulations, including provisions for rest days and overtime pay. Employees should not be required to work more than the stipulated maximum hours, and

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all overtime must be voluntary and compensated according to applicable laws. Employees shall be granted adequate breaks to rest and recover during their shifts.

Health & Safety

Mayur & its suppliers will provide a safe and healthy working environment and take all practicable steps to prevent incidents and injuries. Occupational hazards and injuries shall be documented and necessary measures shall be taken to prevent accidents from reoccurring.

Mayur & its suppliers will ensure that all employees are provided with necessary instructions, training and personal protective equipment, as necessary for facilitating safe work methods.

Hazardous Materials and product safety/Responsible Chemical Management

Mayur & its suppliers will ensure that the products, chemical, physical or Biological substances under its control do not pose a risk to health and safety of workers by implementing and enforcing proper protection and handling measures as per MSDS. Mayur has implemented a system to manage and mitigate risk.

Mayur has defined and implemented by regular training emergency procedures in order to minimize damage to people and property. Mayur has knowledge of specific market requirements related to sustainable products whenever applicable (REACH/ROHS) .

Land, forest and water rights and forced eviction

Mayur & its suppliers will not involve in projects that infringe on legitimate land, forest and water rights or lead to forced evictions. Mayur & its suppliers back out of investments or operations if they could lead to forced evictions. Mayur & its suppliers will follow best international practices for same.

Environment



Mayur & its suppliers will follow international best practices for environmental protection, besides abiding to local laws, ensuring continuous improvement on this area by adhering best practices as per EMS (ISO 14001).

Mayur & its suppliers will work in a systematic, goal- oriented and proactive manner to reduce the impact to the environment including pollution prevention, Sustainable resource Management & waste reduction.

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The business must run in such a way that serious discharges and emissions to the ground, water and air are systematically prevented and adherence of state/central pollution Norms. Water & Air quality should be maintained as per local regulations & Water conservation measures should be adopted to ensure optimum consumption.

Mayur & its suppliers will work towards energy efficiency including use of energy efficient equipments, Use of renewable energy sources & reduce Greenhouse gas emissions by adopting practices like reduce, reuse, recycle, advanced technology & by planting the trees within premises & in nearby area.

Mayur & its suppliers will have and keep updated all licences and records demanded by applicable legislation.

Conflict Minerals Sourcing

Mayur & its suppliers shall have responsibility to conduct reasonable checks in our process and supply chain to avoid sourcing directly / indirectly from conflict region. We shall take serious note of violent conflict in the Democratic Republic of Congo (DRC) region which is partially financed by the exploitation and trade of conflict minerals-Tantalum, Tin, Tungsten and Gold originating in the DRC region.

Mayur & its suppliers will take following measures to ensure the products and parts do not contain Conflict Minerals, sourced from mines that support conflict within the DRC and adjoining countries.

- Identify the parts having Conflict minerals- Tantalum, Tin, Tungsten and Gold (3TGs) in our products and processes.
- Not to buy conflict minerals directly from Conflict Mines.
- Guide Suppliers and supply chain about Conflict Minerals to ensure compliance.

Compliance



Mayur & its suppliers shall define following steps to implement and sustain the compliance.

- Identify the Parts and Suppliers where 3TG material is used.
- Communicate and guide Suppliers on conflict minerals compliance requirements.
- Incorporate the Conflict Minerals compliance requirements in your sourcing protocol.
- Ensure Compliance.

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- Review compliance process for adequacy and update as needed.

Privacy and data protection/Disclosure of Information/Information security

All are expected to comply with all applicable privacy and information security laws when processing personal data in relation to their business dealings with MAYUR. When acquiring, handling, processing, or storing personal data, business partners have a duty to protect that data from unauthorized access, disclosure, theft, or misuse.

Data protection clause is covered in NDA with suppliers & in appointment letter with Employees.

Intellectual property

All are expected to treat as confidential all MAYUR financial and technical information they become privy to during the business relationship. This includes technical “know how”, designs, concepts, technologies, and other intellectual property. Business partners have a duty to prevent the transfer of this knowledge and information to unauthorized parties.

Diversity, Equity and Inclusion

Mayur & its suppliers are committed to fostering, cultivating and preserving a culture of diversity, equity and inclusion.

Our human capital is the most valuable asset we have. The collective sum of the individual differences, life experiences, knowledge, inventiveness, innovation, self-expression, unique capabilities and talent that our employees invest in their work represents a significant part of not only our culture, but our reputation and company’s achievement as well.

Counterfeit parts

All suppliers are expected to utilize suitable Quality management tools and processes to minimize the risk of introducing counterfeit and/or diverted parts & materials into deliverable products.

Financial responsibility and accurate records



All business dealings with MAYUR are expected to be transparently performed and accurately reflected on the business partner’s financial reports and company filings.

Disclosure of information Business partners are expected to disclose financial and non-financial information in accordance with laws, regulations, and prevailing industry practices.

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Rights of minorities and indigenous peoples

Mayur & its suppliers will respect rights of minorities & indigenous peoples & will not adversely affect these during its activities.

Mayur & its suppliers will follow all legal norms for the same.

Women's rights

Mayur & its suppliers will respect women’s rights & promote gender equality at work, with focus on five key areas:

1. Achievement of equal pay for work of equal value;
2. Prevention and elimination of violence and harassment;
3. Creating a harmonious work-life balance for both women and men;
4. Equal representation of women in business and management roles;
5. Investment in a future of work that works for women.

Export controls and economic sanctions

All are required to comply with all applicable export control laws and regulations as well as all applicable trade sanctions which place restrictions on trade and financial transactions with certain countries, regions, companies, entities, and individuals.

Business partners must comply with any export controls which restrict the export and re-export of certain goods without the required licence or authorization from the relevant authority.

Biodiversity, land use and deforestation

As per UNGC SDG No. 15- Life on land, Mayur & its suppliers will take initiative to protect and restore terrestrial ecosystems, sustainably manage forests, combat desertification, and halt and reverse land degradation and stop biodiversity loss.

Mayur & its suppliers will follow all legal requirements in this context.



Soil Quality

Mayur & its supplier will not adversely affect soil quality through its processes & products & will take initiatives to improve soil quality in nearby areas.

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Whistleblowing and protection against retaliation

In cases where there are (suspected) violations against applicable laws & regulations, or with the requirements of this code of conduct, MAYUR has implemented a grievance mechanism to allow the reporting of these (suspected) violations.

Business partners may report their concerns anonymously or can choose to identify themselves, in cases where a reporter’s identity is known to MAYUR it will be kept confidential to the fullest extent possible.

Business partners are expected to fully cooperate in any investigation of violations and are expected not to retaliate against anyone who reports (suspected) misconduct or breaches of compliance.

Compliance management

MAYUR expects its business partners to implement an effective compliance management system within their organizations to ensure the requirements of this code and other compliance obligations are being met.

Fair competition and anti-trust

Business partners are expected to uphold standards of fair business and conduct their business activities in accordance with all applicable anti-trust and anti-competition rules and regulations.

Business partners must refrain from entering agreements or cooperating with their competitors or partners with the aim of manipulating prices, terms of sale, markets, or shares, including the sharing of confidential or sensitive information or any other conduct that could lead to unlawful restrictions to fair and free competition or disadvantage MAYUR in any way.

Conflicts of interest



Following the principles of openness and transparency business partners are expected to disclose, unsolicited, any conflicts of interest or potential conflicts of interest that may be present in their business relationship with Mayur, including those which would be seen by an informed or reasonable observer to be so. Business partners are expected to notify Mayur if:

Any person within their organisation, or their family member, is involved in, or able to influence a decision-making process, which may benefit the business partner’s business, lead to a personal financial gain, or avoid a financial loss, at the expense of MAYUR.

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Use of private or public security forces

Mayur & its suppliers are committed to employ public or private security forces ensuring the safety and security of our workers in situations where government regulations are insufficient. We prioritize the establishment of clear "Agreement" with private security forces. Furthermore, we are committed to implementing a robust grievance mechanism that addresses any violations or actions taken by the security force, with a specific focus on providing recourse for local communities and other affected parties.

Decarbonisation

Mayur & its suppliers are committed to achieve the decarbonization and reduce its carbon footprint. We aim transition to cleaner energy sources and implement energy-efficient practices throughout our operations. We have set ambitious targets to reduce greenhouse gas emissions, regularly monitor our progress, and report transparently on our sustainability initiatives.

Mayur & its suppliers will actively explore and invest in innovative technologies and processes that promote decarbonization, with a focus on sustainable manufacturing and supply chain practices. We will collaborate with stakeholders, engage employees, and raise awareness about the importance of decarbonization to drive positive environmental change.

Animal Welfare

Mayur & its suppliers are committed to upholding the highest standards of animal welfare. We strictly prohibit any form of animal abuse, cruelty, or neglect, and expect all employees and business partners to adhere to these principles.

We prioritize the physical and mental well-being of animals, ensuring they are treated with care, dignity, and respect. We actively promote responsible sourcing and sustainable practices to minimize the impact on animal welfare and support the preservation of biodiversity.



Noise Emissions

Mayur & its suppliers are committed to minimizing noise emissions and creating a peaceful environment for employees and the surrounding community. We adhere to all relevant local noise regulations and implement effective measures to control and reduce noise emissions. Through the use of noise-controlled equipment, employee training, Personal protective equipments and regular

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assessments, we aim to promote a harmonious work environment and contribute to a sustainable future.

GHG Emission Reporting

Our company is committed to accurately measuring and reporting its GHG emissions. We will adhere to established reporting protocols and standards to ensure transparency and consistency. Regular monitoring and compliance will be enforced to maintain accountability. Continuous improvement in reducing GHG emissions will be a key focus of our policy.

Ethical Recruiting Policy

Mayur & its suppliers ensure equal opportunities for all candidates, free from discrimination. Our recruitment process is unbiased, focusing on qualifications, skills, and experience. We strictly prohibit bribery, coercion, or any actions compromising the integrity of the process. We strive to provide a positive and respectful experience, maintaining open communication and feedback.

Binding requirements towards tier-1 suppliers to pass on standards along the supplychain

It is mandatory for all Tier 1 suppliers of Mayur to comply with Mayur's Sustainability policy throughout their supply chain. Suppliers must prioritize the fulfilment of Sustainable Development Goals (SDGs) and embrace the ten principles of the United Nations Global Compact (UNGC) as integral components of their sustainability commitment throughout its supply chain. We encourage our suppliers to pass on this requirement along the supply chain.

Sustainability requirements for your own suppliers

Same as Mayur, Mayur suppliers are requested to encourage their suppliers to implement & maintain all above mentioned requirements to ensure adherence to sustainability.

Arun Kumar Bagaria

Executive Director

28th Oct 2024

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