



SUPPLIER CODE OF CONDUCT

Document history

Version 1.0: [MM, YYYY]

Introduction

Axis Bank Limited ("the Bank") accords highest importance to ethics and integrity. These principles are enshrined in the Bank core values – customer centricity, ethics, transparency, teamwork and ownership. The Bank believes that its suppliers are one of the key contributors to its success and it intends to forge lasting relationships through mutual respect and understanding. The 'Supplier Code of Conduct' aims to articulate the minimum standards of conduct and ethical principles that the Bank expects all its suppliers to imbibe and comply with. All the Bank's suppliers are required to read this Code and confirm the acceptance.

Applicability

The 'Supplier Code of Conduct' applies to all Suppliers, defined as any third party including vendors, consultants, contractors and individuals, together with its employees, agents or representatives, providing or seeking to provide products or services to Axis Bank Limited. Suppliers shall also ensure the compliance of this Code by all sub-contractors used them (a) in connection with the provision of Suppliers' Services to the Bank or (b) with whom Supplier shares any of the Bank's confidential information (or potential access to such confidential information) in accordance with the mutually agreed terms and conditions.

Regulatory compliance

- Suppliers shall at all times comply with all applicable laws and regulations. Suppliers are encouraged to put in a comprehensive compliance program to track and ensure compliance with all applicable laws and regulations in all geographies that they operate.

Bribery and corruption

- The Bank has zero tolerance towards all forms of bribery and corruption. Suppliers shall not accept, offer, promise, give or authorize others to give, directly or indirectly, any illegal payments, remunerations, gifts, donations and comparable benefits that are intended or perceived to gain uncompetitive advantage for sourcing or conduct of its business with the Bank. Promotional / Business gifts such as stationery, pens, dairies, calendars etc. with no significant commercial value may be given / accepted with reasonable precaution and disclosure.
- Suppliers should ensure that all their dealings with the Bank are done in an ethical, fair and professional manner and at no point, violate the Bank's policies, leading to corruption or bribery or indulging in prohibited business practices.

Insider trading

- Suppliers are expected to comply with applicable insider trading and securities laws governing transactions in the securities of the Bank. Suppliers that possess or have access to material, non-public information gained through their work with the Bank should not use that information to trade in the Bank's securities or the securities of another company to which the information pertains. Suppliers should not engage in any other action to take advantage of, or pass on to others, material information gained through work with the Bank until a reasonable time after full public disclosure has occurred.

Conflict of interest

- Suppliers must avoid situations where the personal or professional interests of the Supplier may conflict or appear to conflict with interests of the Bank or its stakeholders. The Supplier shall not enter into a financial or any other relationship with the Bank's employee(s) that creates any actual or potential conflict of interest for the Bank. Suppliers shall promptly report to the Bank of any such situations and take remedial actions to mitigate such situations.

Antitrust and competition laws

- Suppliers are required to comply with the applicable antitrust and competition laws in the spirit of promoting and protecting healthy competition. Suppliers shall not engage in unfair business practices that prohibit agreements or actions that unreasonably restrain trade, are deceptive or misleading, or unreasonably reduce competition without providing beneficial effects to consumers.

Confidentiality and protecting the Bank's assets

- Suppliers are required to ensure confidentiality of material non-public information gained through their work with the Bank and are governed by the specific confidentiality clauses described in the work contract/agreement. Any property and assets of the Bank, whether tangible or intangible in nature, may be used only for approved purposes. The assets of the Bank should be used responsibly for professional and legitimate business purposes and not for personal gain. Suppliers may use the Bank's name and logo only for duly authorized and permitted purposes.

Wages & Benefits

- Suppliers should ensure that all their employees are compensated in compliance with all applicable domestic wage laws, including those relating to minimum wages, overtime hours and legally mandated benefits.

Freedom of association and non-discrimination

- Suppliers shall recognize the worker rights including freedom of association in compliance with local labour laws and shall not engage in practices that directly or indirectly curb worker rights.
- Suppliers shall ensure a non-discriminatory and harassment free workplace. Suppliers shall not involve in discrimination based on race, gender, caste, religion, disability, marital status, pregnancy, culture, ancestry, socioeconomic status etc. in hiring and employment practices such as promotions, rewards, and access to training.

Child Labour and Forced Labour

- Suppliers should not engage in practices relating to or sub-contracting to organizations which employ child and/or forced labour at any stage of the manufacturing or service delivery process.

- Suppliers should ensure that all age limits for prescribed work be followed as stated under local labor laws.

Health & Safety

- Suppliers should provide a healthy and safe work environment for employees, visitors and third parties, abiding by the conditions and requirements as per applicable labor laws and other regulatory requirements.
- Suppliers are encouraged to adopt best practices in proactively managing occupational health & safety aspects.

Environmental Management

- Suppliers should operate in compliance with all regulatory requirements concerning environmental management with the spirit of preserving environment, avoiding wasteful use of natural resources and treating waste in an environmentally sound manner.
- Suppliers are encouraged to adopt best practices in environmental management to minimize the impact of their products/services/operations on external environment and mitigate it to the maximum extent possible.

Human Rights

- Suppliers should uphold basic human rights of all their employees and others who they interact with.

Communities

- Suppliers shall endeavor to maintain cordial relationships with communities and avoid or minimize to the extent possible any negative impacts on communities due to supplier products / services / operations.

Social media

- Suppliers and any of its employees and /or agents should not use any of the social media platforms and /or print media for posting/publishing information against the Bank."

No Due Certificate

"Suppliers shall issue a "No dues Certificate to the Bank on or before June every year to confirm that there are no dues payable by the Bank to the supplier up to the relevant financial year."

Reporting concerns

The Bank believes in open and honest communication with its Suppliers. Suppliers can approach their Business Relationship Managers from the Bank to discuss any issue pertaining to the business relationship and/or specific contract. Suppliers and their employees/agents/representatives/sub-contractors can also raise concerns if they reasonably suspect or become aware of any violation of this Code and/or any applicable law/regulation through the Bank's Whistleblower channel as below.

Email: whistleblower@axisbank.com

Internet: www.cwiportal.com (organisation code: axisbank)

All the reported concerns shall be treated confidentially without retaliation. Suppliers should not retaliate against any of their employees/agents/representatives/sub-contractors who has raised a concern in good faith through the Bank's whistleblower channel.

Declaration and compliance commitment [to be signed by the supplier]

We hereby confirm that we have received, read and understood our obligations under this Supplier Code of Conduct, and declare our commitment to ensure compliance of this Code in letter and spirit. We shall take measures to disseminate this Code to our relevant employees/agents/representatives/sub-contractors. We understand that Axis Bank reserves the right, upon reasonable notice, to check compliance requirements of this Code.

Organization:

Authorised signatory name:

Designation:

(Signature with organization seal)

Date:

Place:

