TECH mahindra

Sustainable Supply Chain Management Policy

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1. OBJECTIVE

In this policy, we hope to encourage sustainability among our partners and suppliers. It allows suppliers to operate socially, morally, and environmentally in accordance with the code of conduct.

We bind all our suppliers to follow social, ethical and environmental minimum standards of conduct and encourage each supplier to adopt practices with preferred and favored standards under our supplier code of conduct.

2. SCOPE

This policy applies to the sourcing of products or services for Tech Mahindra's key suppliers including products or services sourced from: local or international suppliers; by tender (request for proposal); or purchase order (PO) or by negotiation with a targeted or strategic supplier or a joint venture partner.

3. ACRONYMS AND DEFINITIONS

Term/ acronym	Explanation
TechM	Tech Mahindra Limited
SSCM	Sustainable Supply Chain Management
RAP	Remedial Action Plan
GRI	Global Reporting Initiative
SME	Small and Medium Enterprise
UNGC	United Nations Global Compact
SAP	Sustainability Action Plans
PO	Purchase Order
ESG	Environmental, Social and Governance

4. THE POLICY

We are committed to:

1. Engage suppliers that demonstrate a commitment towards sustainability. with an overall philosophy, management approach, and strong governance and policy implementation. Suppliers must share our commitment to best practice, continuous improvement, and collaborative approaches, and commit to our requirements as per the SSCM Supplier Code of Conduct.

2. Develop dependable, ethical, and responsible business relationships with suppliers by dealing in good faith.

3. Comply with all local and international laws and regulations of social, ethical, and environmental issues

4. Seek higher standards of performance from key suppliers via our SSCM questionnaire covering social, ethical, and environmental aspect and, where necessary, remedial action plan (RAP).

5. Follow the Tech Mahindra SSCM Code of Conduct for suppliers by adopting a strategy that effectively utilizes Tech Mahindra and supplier resources. Deliver social and environmental. benefits for Tech Mahindra, our suppliers, and the broader community, by encouraging practical and effective social, ethical, and environmental responsibility by our suppliers.

6. Encourage our suppliers to make available cost-effective, environmentally, and socially responsible products and services

7. Create other benefits for our company, such as reduced costs, improved risk management, enhanced quality, and product or service innovation.

8. Ensure SSCM does not discriminate against SME or local vendors (where such vendors could meet the needs of Tech Mahindra)

9. Ensure both the accuracy of the information provided by suppliers and improvement of the underlying performance, through audits, third party verification and similar processes.

5. VENDOR EVALUATION AND PERFORMANCE REPORTING PROCESS

1. As part of evaluating potential suppliers, Tech Mahindra assigns weightings to the social, ethical, and environmental performance of suppliers within the sourcing process, and through our SSCM code of conduct sets minimum standards for all suppliers.

2. In addition, we undertake detailed assessment of high spend suppliers to ensure a more in-depth understanding of the social, ethical, and environmental business practices of those suppliers.

3. This assessment process is comprehensive, uses unambiguous criteria and is designed to apply to all business units across Tech Mahindra.

4. In addition to our assessment processes, we offer to work with our suppliers, to assist them in improving their SSCM performance and reporting.

Where there is a failure to meet Tech Mahindra's SSCM performance standards and a supplier is unwilling to agree to remedy the issue, Tech Mahindra will take action to address the situation leading to flagging as a non-compliant vendor including termination of the service agreement.

6. SSCM PERFORMANCE ASSESSMENTS PROCESS

Tech Mahindra draws on the principles of the United Nations Global Compact to determine its SSCM policy and, acknowledges the Global Reporting Initiative (GRI), (including GRI reporting indicators) as providing the framework for reporting on environmental, social, and economic impacts. We check the compliance and practices of our supply chain through supplier assessment, and onsite audits Our key focus is to assess on basis of ESG parameters and verify if policies of the organizations, business continuity management systems practices and strategies and initiatives to overcome sustainability risks are in place,
Tech Mahindra asks suppliers to adhere to the supply chain code of conduct through purchase orders (PO's)

7. SUPPLIER PARTNERSHIP AND DEVELOPMENT

There are many benefits that could be realized from working collaboratively with key suppliers on sustainability issues. These benefits may include:

- Greater trust and ability to learn and share best practices through information sharing and transparency.
- Ability to find areas of mutual interest and value, for example to help address our Sustainability Strategy priorities of embracing societal change, finding solutions to environmental challenges; and improving our customers' relationship.
- Stronger integration and acceptance of SSCM into our 'business as usual' sourcing work.

We will consider ways of working towards this goal, including:

- Providing a governance process for coordinating requests made by and of our suppliers, to ensure that these are strategically aligned with areas of mutual interest, such as meeting our overall sustainability objectives.
- Supplier development training to develop knowledge and awareness.
- Supplier recognition and reward programs that promote best practice.

8. ROLES AND RESPONSIBILITIES

We recognize the importance of ensuring we have the right internal roles and responsibilities to ensure commitment, oversight, and support for the Framework. A supportive organizational culture is also imperative to effectively implementing this Framework.

Roles	Responsibility
a. Procurement Team, b. Resource Management Group c. Education Services Group. d. Technology Infrastructure Management	1. Data management of suppliers 2. Providing details of suppliers/vendors for audit purpose
Corporate Sustainability Team	1. Sending out the supply chain questionnaire 2. Assessments and audits of suppliers 3. Facilitating responses from the suppliers
QWAY	Process Improvements

We also seek to ensure that we:

- Integrate SSCM into relevant business and sustainability strategies
- Assign roles and responsibilities for integrating sustainability into our sourcing processes
- Provide appropriate training and employee engagement for staff involved in SSCM.

9. REFERENCES

- SSCM Supplier Code of Conduct- CSUS-PO002

- SSCM Questionnaire- CSUS- CL001.

- http://www.unglobalcompact.org

- http://www.globalreporting.org

- Supplier Code of Conduct: https://cache.techmahindra.com/static/img/pdf/SSCM-Supplier-Code-Of-Conduct.pdf

10. REVIEW

We see the SSCM policy as an ongoing and as a long-term commitment to continued quality improvement in the sustainable business practices of Tech Mahindra providers. The policy is evaluated annually, considering the opinions and recommendations of the relevant department heads and suppliers.