

# Sustainable Procurement & Supply Chain Policy



At RMZ Corp, our approach towards business is a transformative one which revolutionizes the way people view their work. We aspire to create tomorrow's urban landscapes that have life enriching services and benefits with continuous support from our stakeholders. Partnerships based on sustainable procurement strengthen our suppliers and create value through the purchase and use of sustainable products and services.

We are committed to provide smart, connected and collaborative spaces; and our suppliers are crucial partners in enabling us to live up to this commitment. The goods and services procured, and the sustainability of the supply chain are key to maintaining the integrity of a brand, ensuring business continuity and managing operational cost. To achieve the common goal of creating long-term sustainable value and a prosperous future, RMZ is committed to working together with all its suppliers.

This Sustainable Procurement & Supply Chain Policy outlines RMZ's approach to sustainable procurement and the guiding principles that we expect our suppliers, contractors and service providers to incorporate into their business. This two-fold approach is meant to ensure that the good or service is both made in a responsible manner and is sustainable in itself. Given the interdependency of the commercial real estate on its supply chain, this policy is instrumental in ensuring we deliver our business objectives transparently while making a positive impact on lives of people in our value chain.

This policy has been drafted in accordance with international guidelines such as the UN Human Rights Council's Guiding Principles on Business and Human Rights, United Nations Global Compact's (UNGC) supply chain sustainability guide and through benchmarking with leading practices of the commercial real estate industry.

## **Approach to Sustainable Procurement:**

Our approach to sustainable procurement is as follows:

- We are focused on ensuring that the products and services we procure are socially and environmentally responsible
- Wherever possible, we prefer sourcing from local suppliers and from those with whom we have built long and trustworthy relationships
- We give a higher preference to products that have a high environmental performance – which include those with higher energy and water efficiency or those accredited with recognized environmental standards
- For wood-based products such as construction materials and paper, we will strive for more sustainable alternatives such as FSC (Forest Stewardship Council) certified wood and paper or recycled paper which come from a trusted and sustainable source
- Through this policy, we are also looking to include sustainability criteria as additional dimensions for purchasing decisions

## **Guiding Principles of Supply Chain Sustainability:**

The guiding principles in the policy set the guidelines to be followed by all our suppliers, vendors, contractors and service providers.

All the suppliers of goods and services and contractors, including those appointed for construction work shall:

- 1. Business Ethics:** Conduct their business without corruption, bribery and anti-competitive practices. Awareness of any conflicts of interest must be declared to RMZ
- 2. Legal Compliance:** Follow all the local & national laws and regulations as applicable – that include safety, social and environmental compliances
- 3. Information Transparency:** Ensure that documentation is maintained and regularly updated for all their compliance requirements, labour records and social and environmental indicators
- 4. Occupational Health and Safety:** Have the necessary governance practices, procedures, policies, and personal protective equipment to ensure occupational health and safety at the workplace. They shall also provide safety trainings to their workforce as and when applicable
- 5. Overtime and Fair Wages:** Ensure appropriate working hours and reasonable overtime policies in line with the local laws and regulations. In addition, they shall ensure the payment of fair wages as well as overtime in accordance with local laws and regulations
- 6. Human Rights:** Respect basic human rights principles, avoid infringement on the human rights of others and have policies in place to address human rights violations
- 7. Grievance Mechanism:** Establish operational-level grievance mechanisms as a key support tool to report and remedy any potential human rights abuse
- 8. Freedom of Association and Collective Bargaining:** Respect the freedom of association and right to collective bargaining through workers' unions
- 9. Child Labour:** Ensure that the age of all workers is greater than the legal minimum working age
- 10. Compulsory or Forced Labour:** Ensure that all the workforce has entered employment voluntarily and have documentation to support the same
- 11. Resource Efficient Technology:** Endeavour to incorporate technologies that enhance resource efficiency of their operations
- 12. Cascade Across Supply Chain:** Encourage adoption of sustainable business practices down to their own suppliers through assessments and collaborations
- 13. Environmental & Social Management Systems:** Put in place environmental & social management systems in accordance with leading international standards to measure, manage and improve their sustainability performance
- 14. Community Engagement:** Endeavour to engage with local communities and be responsive to their needs

**Coverage:** This policy covers all RMZ suppliers, contractors and service providers along the value chain. This includes Tier 1, 2 and 3 suppliers. Tier 1 suppliers and contractors include material vendors and contractors having direct contract to supply goods and services to RMZ such as designers, builders or other service providers. Tier 2 includes suppliers and contractors from whom Tier 1 suppliers procure raw materials and services; for example, manufacturers or material distributors. Tier 3 suppliers and contractors are the suppliers employed by Tier 2 suppliers for business operations which may include construction raw material and equipment suppliers.

**Assessments:** RMZ has the right to assess suppliers' alignment to the guiding principles mentioned in the policy and their performance with respect to these principles. Audits may be carried out once in a year directly by RMZ or through an independent third party to ensure continuous improvement in suppliers' sustainability initiatives.

**Corrective actions:** RMZ expects its suppliers to engage and improve their sustainability performance to achieve the larger goal of creating a sustainable value-chain. Audit reports, corrective action plans and follow up audits in case of non-compliance with any of the guiding principles mentioned may also take place.

**Governance and oversight:** Sustainable Procurement and Supply chain sustainability at RMZ is the responsibility of the sourcing and sustainability teams. The results of the supply chain audits are analysed, aggregated and reported to upper management and Board of Directors. RMZ aspires to set targets on supply chain sustainability and report it in public sustainability disclosures.

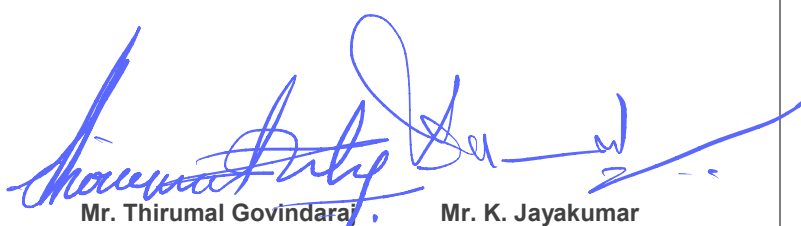
**Reporting:** Suppliers are encouraged to report to RMZ any breaches in their compliance to the principles of this policy, as the focus is on continuous improvement. Suppliers are also expected to report on their progress regarding the recommendations of the corrective action plan.



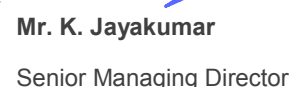
**Mr. Arshdeep Sethi**  
Senior Managing Director



**Mr. Deepak Chhabria**  
Senior Managing Director



**Mr. Thirumal Govindaraj**  
Senior Managing Director



**Mr. K. Jayakumar**  
Senior Managing Director

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**EXECUTIVE BOARD- RMZ CORP**

Date: 5<sup>th</sup> September, 2024