



### Responsible and Good Practices Charter

#### **Introduction.**

Lucid Colloids Limited ("Lucid") is committed to:

- Conduct all its activities ethically, humanely and with the highest standards reflecting best practices;
- Act responsibly to safeguard the environment, respect its surrounding communities, conduct its operations in a safe manner and ensure the safety of all our employees, colleagues and assets;
- Be socially responsible and good corporate citizens, contributing positively to the improvement in the quality of life of all its employees, stake holders and the surrounding communities;
- Encourage and implement sustainable agricultural practices;
- To educate and sensitise all its stakeholders and the communities in which it operates to follow good and ethical social practices,
- To require its Vendors, Suppliers and Contractors to implement Lucid's Responsible and Good Practices Framework as their minimum standards.

#### **Objective.**

Lucid seeks the co-operation of all its Vendors in furthering its objectives to build a business that is sustainable, benefits all stakeholders, is based on sound ethical values and to ensure that its products and services exceed its customer's expectations.

As a Vendor to Lucid, we seek your active co-operation in understanding, implementing and practicing Lucid's Responsible and Good Practices Charter within your Organisation and in your activities.

Each Vendor is required to act responsibly, with integrity and honesty, and to implement this Framework and its underlying principles, policies and instructions in letter and spirit as its minimum standards.

#### **Compliance with applicable laws/regulations/government orders.**

Vendors are required to conduct their activities strictly in compliance with all applicable laws/rules and regulations/government orders.

#### **Respect for Human rights.**

Vendors are required to:

- respect the personal dignity, privacy and rights of each individual;
- refuse to make any person work against his or her will; and
- not to tolerate behaviour including gestures, language and physical contact, that is sexual, coercive, threatening, abusive or exploitative.

#### **Child Labour and Forced Labour.**

Vendors are required not to engage in or support the use of child labour and to comply with applicable local child labour laws and employ only workers who meet the applicable minimum legal age requirement for their location.

Vendors must not employ any young workers under the age of 18 to perform any work that is likely to be hazardous or harmful to their health and safety.

Vendors are required to prohibit any use of forced, bonded, indentured labour or involuntary prison labour. All work, including overtime work, is required to be voluntary and workers are required to be free to leave work or terminate their employment with reasonable notice. Vendors are required not to



mandate that workers hand over government-issued identification, passports or work permits as a condition of employment.

### **Freedom of Association and Collective Bargaining.**

Vendors are required to recognize and respect the rights of employees to freely associate, organize and bargain collectively. In situations where the right to freedom of association and collective bargaining are restricted under law, Vendors are required to allow workers to freely elect their own representatives.

### **Non-discrimination.**

Vendors are required not to practice any form of discrimination in hiring and employment practices including access to training, promotions and rewards on the grounds of race, colour, religion, gender, sexual orientation, age, physical ability, health condition, political opinion, nationality, social or ethnic origin, union membership or marital status.

### **Wages, Benefits and Fair Labour Practices.**

Vendors must pay all workers at least the minimum wage required by applicable laws and regulations and provide all legally mandated benefits. All employment conditions, including compensations, working hours, vacation time, leave periods and holidays must be consistent with applicable laws and regulations, especially mandatory industry standards.

### **Bribery & Corrupt Business Practices.**

Vendors will not, directly or through any other person or firm, offer, promise or give to any of the Company's employees or to any third person any material or other benefit which he/she is not legally entitled to, in order to obtain in exchange any advantage of any kind whatsoever in the course of its relationship with the Company.

Vendors will not enter into any undisclosed agreement or understanding, whether formal or informal regarding prices, specifications, certifications or any other matter that restricts healthy competitive environment or introduces cartelization when dealing with the Company.

Vendors will not commit any offence under the relevant Laws as applicable to the particular location; further, Vendors will not use improperly, for purposes of competition or personal gain, or pass on to others, any information or document provided by Lucid as part of the business relationship, regarding plans, technical proposals and business details, including information contained or transmitted electronically.

### **Disclosure of Interest.**

If a Vendor is related (Parents, Children, Spouses, Siblings) to any employee of Lucid who is in a position to influence or is involved in the decision making to award any business or contract to the Vendor, the Vendor shall disclose the same to Lucid in writing.

### **Environmental Management.**

Vendors are required to conduct their operations in a way that protects the environment and to comply with all applicable environmental laws and regulation.

### **Health and Safety.**

Vendors are required to provide a safe working environment that supports accident prevention and minimizes exposure to health risks. Vendors are required to comply with all applicable safety and health laws and regulations applicable to them. Appropriate health and safety information, training and equipment are required to be provided to all workers by the Vendors.



**Sustainable Practices.**

Vendors of agricultural materials are expected to deploy sustainable agricultural practices and make optimum use of natural resources and protect the environment.

**Social Practices and Social Education.**

Vendors are required to educate and sensitise their employees and stakeholders not to indulge in harmful social practices such as:

- child marriages and child abuse,
- discriminatory practices based on religion, caste, creed, colour, ethnicity, sex and sexual orientation,
- sexual harassment.

and to encourage positive social practices such as:

- importance of education, particularly the girl child,
- protecting and respecting women's rights,
- respect for others and religious and ethnic tolerance,
- pride in the nation,
- to uphold the country's multi-ethnic, multi-religious, multi-lingual and multi-cultural diversity,
- pride in doing work and performing tasks efficiently and accurately,
- good hygiene practices,
- importance of cleanliness.

We look forward to your co-operation and working together with you in this matter. If you need any clarification or assistance in understanding Lucid's Responsible and Good Practices Framework, please feel free to contact us at:

**Lucid Colloids Ltd.**

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I/we have received and understood Lucid's Responsible and Good Practices Charter.

For \_\_\_\_\_ (Entity Name)

Signature \_\_\_\_\_

By \_\_\_\_\_ (Person Name), Designation \_\_\_\_\_

Date \_\_\_\_\_, Place \_\_\_\_\_