

	RESPONSIBLE SOURCING OF RAW MATERIALS	Effective From: 1/8/2021 Rev. No.: 00
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Purpose:

The purpose of this Policy is to develop a sustainable supply chain by way of sustainable & responsible sourcing of raw materials & other inputs.

Scope:

The Policy is applicable to all types of raw materials (mainly steel and other metal-based items) that the Company procures from its network of Steel Manufacturers, authorized traders, and other independent suppliers.

This Policy has to be read in conjunction with Reliable Autotech Pvt. Ltd.'s **Supplier Code of Conduct** that outlines the basic principles of Business Ethics, Labour & Human Rights, Health & Safety, Environmental Sustainability, Governance and Quality.

Eligibility:

With annual purchasing of metal-based raw materials/ inputs in excess of \$32 million in 2021, the Company's Strategic Sourcing & Purchase Team is responsible for the procurement of the various types of raw materials, bough-out parts, and sub-assemblies.



3 Pillars of Responsible Sourcing of Raw Materials:

1. Selection & Due Diligence

- Reliable Autotech Pvt. Ltd. conducts a thorough due diligence of all its suppliers before entering into any business relationship.
- Such suppliers are selected based on stringent criteria including quality, performance, and ethical business practices.

2. Continuous Assessment & Evaluation

- Apart from operational excellence and performance evaluation, Reliable Autotech Pvt. Ltd. also conducts safety, ethics and compliance audits of its suppliers periodically.
- In cases where improvement is required, Reliable Autotech will support the supplier to establish clear milestones and processes to support their achievement. Suppliers who ultimately fail to comply may be subject to consequences up to and including termination of business.

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3. Compliance with OECD & International Guidelines

- Reliable Autotech Pvt. Ltd. conducts its business in compliance with guidelines defined by OECD, other international guidelines, or its customers, as may be applicable and to the extent possible.
- In order to comply with the **OECD Due Diligence Guidance for Responsible Supply Chains of Minerals from Conflict Affected and High-Risk Areas**, Reliable Autotech Pvt. Ltd. ensures that steel/ other metals/ metal-based products are procured only from certified Steel manufacturers & their traders.
- Our steel suppliers are either certified members of **ResponsibleSteel™** or those who follow **Environmental Product Declaration (EPD), Type III EcoLabels & ISO 14025** for their products or members of **Responsible Minerals Initiative (RMI)**.
- Such independent certifications also reinforce trust in the supply chain because such certifications are based on Standards that not only adopt all the OECD recommendations but also cover other socio-environmental aspects.
- These certifications require Steel Manufacturing Companies to:
 - periodically assess and report the source of the raw materials used in their products.
 - not provide products containing raw materials that contribute to human rights abuses, bribery, and ethics violations, or negatively impact the environment.
 - use validated conflict free smelters and refiners for procurement of tin, tungsten, tantalum, and gold contained in the products they produce.

Customer expectations are growing to be informed about the production conditions and origin of the products they buy. It is crucial for Reliable Autotech Pvt. Ltd. to prove transparency throughout the supply chain regardless of the challenges to implement it.

Reliable Autotech Pvt. Ltd. is committed to total customer satisfaction by aiming to reduce the environmental impact of the products manufactured. Reliable Autotech Pvt. Ltd. appreciates all suppliers' understanding as well as their cooperation in promoting Reliable Autotech Pvt. Ltd.'s environmental efforts through this guideline.

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Disclaimer:

The management reserves rights to withdraw or modify the policy and the same shall be communicated to you as and when required.

Organization	Reliable Autotech Pvt Ltd
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Recommended By	Title	Date of Recommendation	Signature
Abhijeet Katti	Head Strategic Sourcing	25/7/2021	

Approved By	Title	Date of Approval	Signature
Devendra Bapat	Director	26/7/2021	

Confidentiality:

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