



MITS Global Consulting Private Limited

RESPONSIBLE PROCUREMENT POLICY

Version	Date	Prepared by	Reviewed by	Approved By
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Policy Statement:

At MITS, while our operations do not involve extensive procurement of raw materials or large-scale products, we recognize the importance of integrating sustainability into every aspect of our business. This Responsible Procurement Policy outlines our commitment to integrating environmental, social, and ethical considerations into our procurement and supplier management processes.

Scope:

This policy applies to all suppliers, contractors, consultants, and service providers engaged by MITS, regardless of their size, location, or type of service provided. It covers all procurement decisions and supplier relationships managed by MITS.

Guiding Principles:**Human Rights and Labor Standards**

- Prohibit all forms of child labor, forced or compulsory labor, and discrimination.
- Respect the rights to safe and fair working conditions, freedom of association, and humane treatment.
- Ensure compliance with all applicable labor laws and ILO conventions.

Environmental Responsibility

- Comply with all relevant environmental regulations.
- Take steps to reduce waste, energy, and water use, and manage emissions responsibly.
- Implement environmentally sound practices, such as responsible e-waste disposal and resource-efficient operations.

Ethical Business Conduct

- Conduct business with integrity, avoiding corruption, bribery, fraud, and conflicts of interest.
- Protect data privacy, intellectual property, and confidential information.
- Maintain transparency in operations and decision-making.

Continuous Improvement

- MITS encourages suppliers to improve their sustainability performance over time and to share relevant ESG (Environmental, Social, and Governance) data where available.

We will monitor our progress by achieving the following targets:

- Develop training and awareness campaigns, ensuring 100% of our internal employees are engaged and informed.
- Disposing of 100% of electronic waste responsibly through certified recycling partners.
- Circulate the Responsible Procurement Policy and Supplier Code of Conduct to 100% of active suppliers by FY 2025-2026.
- Inclusion of ESG-related questions in supplier onboarding and evaluation forms by FY 2025-2026.
- Prioritization of suppliers that demonstrate responsible practices.

Roles and Responsibility:

The Management and Procurement teams will be responsible for ensuring the implementation of sustainable procurement practices across all levels of the organization, including the sourcing of office supplies, equipment, and other materials.

Compliance and Monitoring:

Suppliers are required to adhere to this Policy and cooperate in providing relevant information upon request. MITS may review supplier practices periodically and provide feedback or support for improvements.

Non-compliance may lead to supplier re-evaluation or reconsideration of future engagement.

Policy Review:

We ensure that there is constant monitoring to prevent violations of this policy. This policy is subject to review and updated every six months and all changes will be communicated to the relevant stakeholders.

Reporting:

We will monitor and report on the overall progress of the effective implementation of the policy.

To raise issues related to Responsible Procurement Policy, Employee and HR portal can be used.