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**Sanzyme Biologics<sup>®</sup>**

Est. 1969

**Sanzyme Biologics Private Limited**

**Sustainable Procurement Policy**

## Purpose

Sanzyme Biologics Private Limited (herein referred to as “the company”) is committed to integrate environmental and social considerations into purchasing decisions, thereby reducing the ecological footprint of the company, promoting ethical practices in supply chains, and supporting the economy's transition towards sustainability. It aligns procurement practices with the company's sustainability objectives and corporate social responsibility.

## Scope

The scope of this policy covers selection of suppliers, sourcing of materials and services, the lifecycle impact of products and services procured, and the engagement of stakeholders in sustainable practices. It applies to all procurement activities and decisions across the organization.

## Guidelines

- **Supplier Selection:** We choose suppliers with strong environmental and social performance records.
- **Product Sourcing:** We prefer to source products that are environment friendly and sustainable
- **Lifecycle Analysis:** We consider the environmental impact of products and services throughout their entire lifecycle.
- **Ethical Standards:** We expect our suppliers to adhere to ethical labor practices and human rights standards.
- **Energy Efficiency:** We prefer energy-efficient products and services to reduce carbon footprint.
- **Waste Reduction:** We commit to minimize waste, including the selection of products with minimal packaging ensuring quality and compliance and the ability to be recycled or reused.
- **Training and Awareness:** We conduct awareness programmes to educate our employees about sustainable procurement practices.
- **Monitoring and Reporting:** We continuously track and report the sustainability considerations in various procurement activities.
- **Continuous Improvement:** We are committed to regularly review and improve the sustainable procurement policy and practices.

## Responsibilities

- **Procurement Team:** Responsible for implementing the policy, selecting sustainable products and services, and engaging with suppliers to ensure compliance with sustainability criteria.
- **Management:** Accountable for endorsing the policy, providing resources, and integrating sustainability into overall business strategies.
- **Suppliers and Contractors:** Obligated to meet the sustainability standards set out in the policy and to provide transparent information about their practices.
- **Employees:** Expected to support the policy by making sustainable choices within their roles and reporting non-compliance.

- **Sustainability Officer/Department:** Charged with overseeing the policy, ensuring continuous improvement, and reporting on sustainability performance in procurement.
- **Stakeholders:** Involved in providing feedback and collaborating to enhance the effectiveness of the sustainable procurement practices.

**Review**

The policy shall be reviewed on an annual basis by board of directors to ensure that the policy is up to date.