



Suppliers Code of Conduct

Our commitment to helping the world *thrive*

Agrajatra's mission is to encourage and foster the growth, development, and success of women of Bangladesh. Development of rural & urban communities by awareness building among women, men and children in the content of self-reliance in alleviating poverty, illiteracy, superstitions and mal-practices through various consciousness raising programs and income generating activities through multi skilled & diversified trainings. We understand that supply chains that support the system must be sustainable—balancing the needs of today with the needs of future generations. We can achieve our purpose only by working closely with our Supplier Partners. Our Supplier Code of Conduct explains how we expect farmers, producers, manufacturers, and others to work with us to fulfill that purpose—ethically and in compliance with applicable laws.

Our Guiding Principles

Our Supplier Code of Conduct enlists our Supplier Partners in upholding these principles

1. Obey the law

As a responsible company, we expect our Supplier Partners to share our commitment to following the law.

We expect our Supplier Partners to:

- Know and follow the laws that apply to them and their business
- Treat legal requirements as a minimum standard
- Alert Agrajatra to any material issues with the goods and services they supply—especially health and safety issues. This helps Agrajatra comply with regulations.

2. Conduct business with integrity

We seek business relationships based on trust, transparency, and mutual accountability.

We expect our Supplier Partners to:

- Compete fairly and ethically for Agrajatra's business.
- Never offer or accept bribes, kickbacks, inappropriate gifts or hospitality, or other improper incentives in connection with Agrajatra.
- Avoid any conflict of interest relating to financial interests or other arrangements with our employees that may be considered inappropriate
- Work with their own suppliers to promote business conduct consistent with the principles in this Code



3. Keep accurate and honest records

We expect our Supplier Partners to maintain accurate and honest records. This helps us make responsible business decisions and disclose truthful and timely information to our stakeholders.

We expect our Supplier Partners to:

- Maintain books and records that reflect all transactions in an accurate, honest, and timely way
- Employ appropriate quality audit and compliance processes for matters such as product, food, and feed safety, worker health and safety, and labor and employment
- Disclose, on request, the location of facilities and known origins of materials to enable traceability

4. Honor business obligations

We work with Supplier Partners who share our desire to build productive business relationships. This requires honest communications, mutual respect, and delivering on commitments.

We expect our Supplier Partners to:

- Share our commitment to conducting business honestly and transparently
- Honor business obligations and manage unanticipated events in a proactive, timely, and open way

5. Treat people with dignity and respect

We expect our Supplier Partners to stand with us in prioritizing the safety, well-being, and dignity of all individuals, whose talents and hard work help us deliver our products and services.

We expect our Supplier Partners to:

- Provide safe and healthy working conditions at all of their operations
- Never use or tolerate the use of human trafficking, forced labor, or child labor as defined by the International Labour Organization (ILO)
- Foster an inclusive work environment that is free of harassment and discrimination
- Respect employees' rights to organize and bargain collectively
- Meet or exceed all legal requirements for compensation and working conditions
- The Supplier represents and warrants that it and all of its subcontractors are protecting all people from sexual exploitation and abuse (PSEA) & gender based violence (GBV)



6. Protect Agrajatra's information, assets, and interests

We expect our Supplier Partners to protect Agrajatra's reputation and any information or property we entrust to them.

We expect our Supplier Partners to:

- Protect any of Agrajatra's confidential information to which they have access, including its intellectual property, trade secrets, or financial information
- Safeguard any property belonging to Agrajatra while under their control
- Avoid any situations that may adversely affect our organisation's interests or reputation

Our goal of trusted partnership

It is our goal to build trust-based relationships with ethical Supplier Partners who follow these Six Guiding Principles. We expect our Supplier Partners to cooperate with our reasonable requests for information, certifications, and/or audit access. When there is a concern, our practice is to work with the Supplier Partner. We may be able to help identify possible improvements. However, when an issue can't be corrected or a supplier partner is unwilling to engage, we reserve the right to end our relationship.

By working closely with our Supplier Partners, we believe we can achieve mutual success while helping communities and the wider world *thrive*.

If you see or suspect any conduct or business practices that you think could violate our Supplier Code, please contact Agrajatra directly. You may raise a concern or get help by contacting your Agrajatra representative; or calling our office. Contact details is given in our website.

Getting in touch with us quickly helps to prevent problems and correct any that have already occurred. We handle all reports promptly, fairly, and as confidentially as possible.

Approved and respected by supplier:

- Company name:
- Representative name:
- Date:
- Signature:
- Official stamp: