



# PARKSONS PACKAGING LTD.

## BUSINESS INTEGRITY POLICY

Parksons Packaging Ltd. is committed to the Business Integrity Policy & Code of Conduct communicated by the Directors.

All employees and Directors of the company are expected to adhere to the following tenets of the code:

As a policy direct or indirect offer, payment, soliciting, or acceptance of bribes of any kind (including "facilitation payments") is not permitted. This applies to all parties including employees, suppliers, contractors and business partners. Conflicts of interest must be avoided. Honesty, integrity and fairness must be maintained in all our business transactions. These precepts also apply to our involvement with the broader community.

### Company Values

All Parksons members will conduct their decisions and actions based on the following values:

- a) Maintain a high standard of integrity in our business relationships both inside and outside the organization.
- b) Reject any business practice which might reasonably be deemed improper and never use our authority for personal gain.
- c) Foster high standards of professional competence.
- d) Optimize the use of resources which we influence and for which we are responsible to provide the maximum benefit to our employing organization.

### National Interest:

Parksons Packaging Ltd. shall try and strive in its actions to benefit the economic development of States and Union Territories of India, and will not engage in activities that could adversely affect such objectives. We shall try and conduct its business affairs in accordance with the economic development and foreign policies, objectives and priorities of the Nation's Government and shall strive to make a positive contribution to the achievement of such goals at the international, national and regional level as appropriate.



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### **Corporate Citizenship -**

Parksons Packaging Ltd. shall be committed to be a good corporate citizen in compliance with all relevant laws and regulations.

### **Declaration of interest –**

Any personal interest which may affect impartiality in any matter relevant to an employee's duties should be declared. Personnel are not permitted to engage in professional and consultative work for the purpose of enabling them to supplement their incomes, nor to part update in any company actually not related to Parksons.

### **Confidentiality and accuracy of information –**

The confidentiality of information received in the course of duty should be respected, trustable and should never be used for personal gain. Information given or privacy data in the course of duty should be honest and clear. (1.01)

### **Competition –**

Parksons Packaging Ltd. shall strive for fair trade practices in all the markets that it operates in. Parksons Packaging Ltd shall market its products and services on its own merits and shall not make unfair and misleading statements about competitors' products and services.

The nature and length of contracts and business relationships with suppliers can vary but should always be constructed to ensure deliverables and benefits. The principles of free competition should be supported and adhered to.

### **Export Control and Sanctions -**

Parksons Packaging Ltd. complies with all applicable export control laws and Sanctions when conducting business around the world. (1.01)

### **Conflicts Of Interest –**

Parksons packaging ltd. ensures that employees of Parksons avoid conflicts between personal and organization's interests. If actual or apparent conflicts are unavoidable, seek guidance on the best course of action and fully disclose any transaction or relationship that reasonably could be expected to give rise to a conflict. (1.01)



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### **Hospitality, Entertainment, Accommodation –**

The recipient should not allow himself or herself to be influenced in making a business decision as a consequence of accepting these. The same applies for us offering these to customers, potential customers or others with whom we have dealings. Therefore these should be moderate and reasonable and should not be accepted if they would prevent the employee from acting solely in the best interests of the Company.

### **Gifts / Money Laundering –**

We must not allow ourselves to be influenced by the offer of gifts. In the world of commerce there is exchange of small items - for example, sales promotion goods, tickets to events and entertainment - which will assist in building and maintaining a valid business relationship. The emphasis is on being moderate and reasonable and we must all use our judgment to ensure that no improper influence is being applied on us or by us.

Gifts and gratuities worth over Rs.500/- must be refused politely or handed in to the Company.

Any gifts offered during a tender or any decision making process must not be accepted.

We do have a duty to identify suspicious activity like money laundering.

### **Political Non- Alignment -**

Parksons Packaging Ltd. shall be committed to and support a functioning of democratic constitution and system with a transparent and fair electoral system in India. Parksons Packaging Ltd. shall not support directly or indirectly any specific political candidate for political office. The Company shall not offer or give any Company funds or property as donations, directly or indirectly, to any specific political candidate or campaign.

### **Citizenship-**

An employee of Parksons Packaging Ltd. shall in his private life be free to pursue an active role in civic or political affairs as long as it does not adversely affect the business or interests of the Company.



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### **Purchasing / Selling –**

Personnel should operate and conduct their decisions based on the best interest of the organization, seeking maximum value, buying and selling in honesty and reporting any improper business practices.

### **Regulatory Compliance -**

Every employee of Parksons Packaging Ltd. shall, in his business conduct, comply with all applicable laws and regulations, both in letter and in spirit, where he operates.

### **Protection of Company's Assets -**

The assets of Parksons Packaging Ltd. should not be misused but employed for the purpose of conducting the business for which they are duly authorized. These include tangible assets such as equipment and machinery, systems, facilities, materials, resources as well as intangible assets such as proprietary Information, relationships with customers and suppliers, etc.

### **Protection of Customer's Assets -**

Parksons Packaging Ltd. shall adopt maximum possible measures in protection of all Customer property Items including artworks, digital files, specifications, reference samples, finished and semi finished products.

### **Decisions and Advice -**

When it is not easy to decide between what is and is not acceptable, advice should be sought from the local HR & Admin manager. Should these people need guidance they are to ask to the Management.

### **To our Suppliers –**

Parksons packaging ltd. ensures that their valuable supplier also implement the same requirement as mentioned above and this is communicated to supplier by Parksons On timely.

Parksons packaging ltd. Notify their customers if quality, safety, code breaches or misconduct occur either in its own business or those of its suppliers could have an adverse impact.

Deliberate violations of this policy may be grounds for appropriate disciplinary action including, where justified, dismissal.