

Code of Conduct for Vendors and Service Providers

International Travel House Limited (ITHL) requires that vendors and service providers and their facilities comply with all applicable laws, respect human rights, engage in environmental conservation, maintain optimum quality of products and services as well as meet the standards of this Code. ITHL also expects that vendors and service providers will hold their business associates to the same standards contained in this Code.

I. Labour Practices:

ITHL recognises and respects that its vendors and service providers are independent entities and the exclusive employers of their employees. ITHL expects that the vendors and service providers will comply with all the current labour legislations at all times and will respect the following:

A. Child Labour:

Vendors and service providers shall only employ workers that are above the legal minimum age as per the applicable laws. If the vendors and service providers employ workers under 18 but over the legal age, they must be able to demonstrate that such employment does not expose them to undue physical risks that can harm their physical, mental or emotional development.

B. Anti-Discrimination and Fair Treatment:

Vendors and service providers shall promote and maintain a workplace free from discrimination and treat their employees with fairness, dignity and respect. They shall not discriminate against their employees based on their caste, religion, disability, gender, sexual orientation, race, colour, ancestry, marital status or affiliation with a political group/party, religious organisation, union membership or any majority/minority group.

Vendors and service providers shall adopt a strict no-tolerance policy with respect to any form of physical, sexual, psychological or verbal harassment or abuse.

C. Forced Labour

Workers of vendors and service providers shall be free to leave work or terminate their employment upon reasonable notice. Vendors and service providers should not use forced or bonded labour in any form.

D. Safe and Healthy Working Conditions:

Vendors and service providers are expected to comply with all applicable laws and to make every possible endeavour to make the workplace, machinery, equipment and processes free from any risk to the personal safety of any person working in such workplace or with access to such equipment and process. Vendors and service providers should ensure, at a minimum, reasonable access to potable water and sanitary facilities, adequate lighting and ventilation and fire safety. Vendors and service providers shall manage all health and safety risks in order to prevent employment injuries as well as to provide an accident-free environment.

For all work carried out in the Company's premises, vendors and service providers shall maintain safe and hygienic working conditions.

II. Environment:

Vendors and service providers shall comply with the existing laws concerning the protection of the environment and, wherever possible, adopt environmentally friendly technologies and implement sound life-cycle practices.

III. Human Rights:

ITHL requires its business partners to establish a human rights compliant business environment at their workplace. ITHL expects its Vendors and Service Providers to establish processes for mapping / monitoring progress on human rights performance.

IV. Business Integrity:

ITHL expects the highest standards of ethical conduct in all of its endeavours. Vendors and service providers should always be ethical in all aspects of their businesses, including their relationships, practices, sourcing and operations. ITHL expects that vendors and service providers will comply with the applicable laws in this regard.

ITHL expects that vendors and service providers will not offer any benefit, either in cash or in kind, to any officer or employee or any relative/associate of any officer or employee of ITHL, in order to facilitate its business with ITHL.

Vendors and Service Providers shall comply with the following:

A. Conflict of Interest:

Vendors and Service Providers shall avoid any actual or potential conflicts of interest in their business dealings with ITHL that could create a perception of unfairness or lead to uncompetitive favours, and shall disclose to ITHL any such situation of conflict of interest, including involvement or interest of any employee of ITHL or his / her immediate family members in their business.

B. Anti-Bribery and Corruption

ITHL expects that its Vendors and Service Providers, in their dealings with ITHL, do not indulge in any form of bribery or corruption that is intended to induce or reward improper conduct or influence any decision. ITHL expects and seeks confirmation in its commercial and contractual terms that Vendors and Service Providers will not offer or promise or provide any benefit, either in cash or in kind, to any employee or any relative / associate of any employee of ITHL, in order to facilitate their existing or future business with ITHL.

C. Hospitality and Gifts

ITHL prohibits offering of hospitality or gifts to influence business decisions. Hospitality or gifts exchanged, if any, during the course of business, as social and customary gestures, should be nominal in nature.

V. Reporting of Breaches

Vendors and Service Providers shall bring to the notice of the manager concerned at ITHL, any actual or suspected breach of this Code.

VI. Assessments

ITHL reserves the right to verify compliance with this Code at any time through appropriate audit and assessment mechanisms, including self-certification.

ITHL shall reinforce awareness of this Code amongst the Vendors and Service Providers and shall support them in this endeavour.

I/We hereby acknowledge that I/we have received this code and that I/we have read and understood the same.

Name of the Entity: _____

Name of the Authorised Signatory of the Entity: _____

Signature:

Date: _____