



SOCIAL RESPONSIBILITY POLICY

- The Company, its management and employees shall fully comply with all applicable local and international laws, rules and regulations. Practices that are unlawful or may be damaging to its reputation must be avoided at all times. For e.g. We must follow the proper procedure while dealing with relevant government authorities; customs department, registration departments and our overall operations.
- The company will take all necessary steps to ensure that employees are trained for their duties effectively throughout the duration of their employment.
- Work with our suppliers to help us achieve our sustainable and socially responsible procurement policy aspirations in the delivery of our services. We expect our supply chain to abide in a similar way to their own local regulations that may be promoted to them for the purposes of complying with our accreditations etc.
- The company is committed to ensuring the health, safety and welfare at work for all employees.
- Providing and maintaining safe work systems and arrangements for the proper use, handling, storage, transport and disposal of articles.
- Providing the information, instruction, training and supervision necessary to ensure health and safety for all staff.
- Creating an environment where every employee feels free and secure to report specific incidents of unethical behavior, actual or suspected incidents of discrimination, harassment of any kind, fraud, bribery and extortion.
- We are committed to the principle of equal opportunities in employment.
- We are opposed to any form of unfavorable treatment or direct/ indirect discrimination, harassment to employees or job applicants on the grounds of caste, religious beliefs, political opinions, ethnicity, color, marital / parental status, sex, sexual orientation or disability.
- We will not use child labor within any element of our services.



MITHALS INTERNATIONAL MOVERS PVT. LTD.
F-3/7 Okhla Industrial Area, Phase 1, New Delhi- 110020, India
Tel: +91 11 26817185; Fax: +91 1126817186
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URS is a member of Registrar of Standards (Holdings) Ltd.



- We must within the framework that promotes fair market competition and refrain from any kind of anti-trust or anti-competitive practices.
- Not to offer / accept improper payments or bribes or items of value to/from any customers, vendors, government officials and employees. Please refer to our specific anti bribery and anti corruptions policies incorporated in our Anti Bribery and Anti Corruption Charter.
- Undertake voluntary activities and continue to support at least one charitable organization every year through voluntary fundraising activities.

Our Social Responsibility / Code of Conduct procedure will be monitored, reviewed and promoted to our customers, suppliers and employees by various methods including through our website.

Escalation: Any matters related to the above instance of the above policy requirements not being duly followed by any of the staff members or any related issues with vendors / customers.

All staff, vendors and customers are urged to report any instance of non-compliance of our procedure – for e.g. any issue experienced by any of the staff members or any issue with vendors. This must be immediately brought to the notice of the management / directors / managing director.

We assure that the complaint (in confidentiality, if required) will be immediately addressed and investigated. Where evidence is found that a company or organization or employee is not compliant, corrective action will be taken to escalate the issue for a timely resolution. The ultimate sanction for the employee or service provider not compliant will be to remove the employee and in case of vendor terminate any relationship that Mithals International may have.

The investigation and disciplinary action / corrective action will be initiated and monitored by the Managing Director.

Version 01/2024



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CODE OF CONDUCT

- Each staff member shall observe courtesy, ethics, honesty and professionalism in dealing customers, employees and vendors etc.
- Each staff member shall observe the punctuality, cleanliness and discipline in carrying out all their duties.
- To comply fully with all applicable laws, rules and regulations. Practices that are unlawful or may be damaging to its reputation must be avoided.
- All management and employees must avoid situations in which their personal interest could conflict with the interest of the company.
- To create an environment where every employee feels free and secure to report specific incidents of unethical behavior, actual or suspected incidents of fraud, bribery and extortion.
- Not to disclose confidential information including financial information, future sales promotion plans and prices unless such disclosure is expressly approved by the Directors or required by law.
- Not to offer / accept improper payments or bribes or items of value to/from any customers, vendors, government officials and employees.
- We must not accept or offer kickbacks when obtaining or awarding contracts, services, referrals, goods.

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