

Solon India Private Limited



Code of Ethics

September 2023



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List of Acronyms

SIPL	SOLON India Pvt Ltd
EPC	Engineering Procurement Construction
CSR	Corporate Social Responsibility
NDA	Non-Disclosure Agreement

1. Introduction

In the pursuit of excellence and the advancement of sustainable energy solutions, Solon India Private Limited establishes this Code of Ethics as a guiding beacon for all its endeavours. This document serves as a compass, directing our actions and decisions towards the highest standards of ethical conduct. Through this Code, we articulate our collective commitment to upholding the principles that define our company culture and guide our interactions with clients, partners, employees, and the environment.

1.1 Purpose of the Code of Ethics

The primary purpose of this Code of Ethics is to provide a comprehensive framework that outlines the principles, values, and standards by which Solon India Private Limited operates. It is intended to serve as a practical guide for every member of our organization, from the executive team to the front-line workers, ensuring that our actions are aligned with our core values and contribute positively to our reputation as a trusted leader in the solar EPC industry. This Code defines the ethical parameters that govern our decisions and behaviours, helping us build lasting relationships based on trust, integrity, and responsible business practices.

1.2 Company Mission and Values

At the heart of Solon India Private Limited lies a deep-rooted mission to accelerate the global transition to clean, renewable energy sources through innovative solar solutions. Our commitment to sustainability, technological innovation, and excellence is the cornerstone of our identity. Our values encompass a steadfast dedication to quality, integrity, collaboration, and social responsibility. These values guide our actions, enabling us to create lasting value for our clients, partners, and the communities we serve.

1.3 Commitment to Ethical Conduct

Ethical conduct forms the bedrock of Solon India Private Limited's existence. We pledge to uphold the highest levels of integrity, honesty, and transparency in all our interactions. We recognize that our success is intertwined with our adherence to ethical principles. Whether engaging with clients, partners, employees, or regulatory bodies, we are committed to demonstrating ethical behaviour that not only meets legal requirements but also goes beyond, reflecting our unwavering dedication to doing what is right. Through this commitment, we aim to build enduring relationships built on trust, foster a safe and respectful work environment, and contribute positively to the advancement of society as a whole.

2. Ethical Principles

2.1 Overview of Ethical Principles Guiding Company Activities

Our ethical principles are a compass that guides us in our journey to provide sustainable energy solutions while positively impacting our stakeholders and the environment.

2.2 Integrity

Integrity stands as the cornerstone of SIPL's ethical framework. We commit to acting with honesty, fairness, and sincerity in all our dealings. Our employees are expected to be truthful, transparent, and trustworthy in their interactions with clients, partners, and colleagues. We avoid conflicts of interest and ensure that personal interests do not compromise the interests of our clients or the company.

2.3 Transparency

We provide accurate and complete information to our clients, partners, and employees. From project details to financial matters, we strive to ensure that information is readily accessible to those who require it. Transparent practices not only enhance accountability but also empower stakeholders to make informed decisions.

2.4 Professionalism

We pledge to maintain the highest standards of professionalism in our actions, interactions, and work ethics. Our employees are expected to exhibit competence, reliability, and diligence in their roles. This commitment to professionalism enables us to exceed client expectations, drive innovation, and foster enduring relationships.

2.5 Environmental Responsibility

We integrate sustainable practices into every facet of our operations, from project design to execution. Our aim is to minimize environmental impact, reduce waste, and promote the use of renewable energy sources. By prioritizing environmental responsibility, we contribute to a cleaner, healthier planet for current and future generations.

2.6 Safety and Health

SIPL is dedicated to maintaining safe and healthy work environments on all projects. We adhere rigorously to safety regulations and guidelines, ensuring that our employees are equipped with the knowledge and tools necessary to perform their tasks safely.

2.7 Respect and Diversity

Respect for individuals and embracing diversity are at the heart of SIPL's culture. We value each person's unique perspectives, experiences, and contributions. Discrimination, harassment, or any form of bias is strictly prohibited within our organization. We create an inclusive environment that empowers all employees to thrive and contribute their best. By promoting respect and diversity, we enrich our workplace, strengthen innovation, and contribute positively to the communities we serve.

3. Responsibilities to Clients and Stakeholders

At Solon India Private Limited (SIPL), we recognize our profound responsibilities towards our clients and stakeholders. We are committed to upholding the highest standards of ethical

conduct in all interactions and transactions, ensuring that our actions align with their best interests and expectations.

3.1 Providing Accurate Information to Clients

We pledge to provide clients with precise, truthful, and comprehensive information about our services, capabilities, and project details. Our communication ensures that clients have a clear understanding of project timelines, costs, potential risks, and benefits.

3.2 Ensuring Quality and Safety in Solar Installations

The safety and quality of our solar installations are paramount. SIPL is dedicated to ensuring that every solar project is executed with meticulous attention to detail, adhering to industry best practices and safety standards. We are committed to delivering installations that not only meet but exceed client expectations, contributing to the durability, efficiency, and reliability of solar energy systems.

3.3 Fair Pricing and Honest Contracting

We pledge to provide clients with pricing that reflects the value of our services and the scope of the project. Our contracts are transparent, clearly outlining project deliverables, timelines, costs, and terms. We aim to build lasting partnerships based on trust, ensuring that clients receive the quality they expect without hidden fees or unethical practices.

3.4 Protecting Client Confidentiality

SIPL is dedicated to safeguarding all client data and proprietary information entrusted to us. We uphold the highest standards of data security, ensuring that client information is stored, managed, and shared in compliance with relevant laws and regulations.

3.5 Managing Conflicts of Interest

SIPL is committed to identifying and managing conflicts of interest diligently and transparently. Our employees are expected to disclose potential conflicts promptly, enabling us to take appropriate measures to mitigate any adverse effects on our clients or the company.

3.6 Engaging with Stakeholders Honestly

We commit to engage with clients, partners, investors, and regulatory bodies in an open, honest, and forthright manner. We provide accurate project updates, financial reports, and relevant information to ensure that stakeholders are well-informed and confident in their engagements with SIPL.

4. Employee Responsibilities

At Solon India Private Limited (SIPL), our employees are the driving force behind our success. We are dedicated to fostering an environment that values every individual, supports their growth, and ensures their well-being while upholding the highest ethical standards.

4.1 Equal Opportunity Employment

SIPL is committed to providing equal employment opportunities regardless of race, gender, age, sexual orientation, religion, or any other characteristic protected by law. We believe in merit-based hiring and advancement, creating an environment where all employees can thrive based on their skills, experience, and dedication.

4.2 Respectful and Inclusive Work Environment

We value the principles of diversity and inclusivity in our organization and acknowledge the importance of fostering a work environment where individuals of all backgrounds feel welcome. We recognize that diversity encompasses various dimensions, including but not limited to gender. While we strive to create an inclusive atmosphere, we understand that the pursuit of gender balance and diversity may vary in different contexts and organizations.

4.3 Health and Safety in the Workplace

The health and safety of our employees is non-negotiable priorities. Solon India Private Limited is ISO 45001 : 2018 certified. It provides a safe and healthy work environment for all employees. We adhere to stringent safety protocols, provide necessary training, and equip employees with the tools and resources needed to perform their duties safely.

4.4 Professional Development and Training

Continuous learning and growth are central to SIPL's ethos. We invest in our employees' professional development by providing training opportunities, workshops, and resources that enhance their skills and knowledge.

4.5 Avoiding Discrimination and Harassment

SIPL is resolute in maintaining a workplace free from discrimination, bullying, and harassment of any kind. We expect all employees to treat each other with kindness and respect, creating an atmosphere where differences are celebrated, and everyone can work without fear of discrimination or mistreatment.

4.6 Reporting Ethical Concerns

We provide clear reporting mechanisms that allow employees to voice concerns without fear of retaliation. All reports will be investigated thoroughly, and appropriate actions will be taken to resolve ethical violations and maintain the integrity of our company.

5. Environmental Stewardship

We are committed to environmental stewardship and sustainability, aiming to minimize our ecological footprint while promoting renewable energy solutions that contribute to a cleaner, healthier planet.

Our sustainability efforts are mapped to the following SDGs:

SDG 7: Affordable and Clean Energy: Ensure access to affordable, reliable, sustainable, and modern energy for all. SDG 7 aims to promote the use of clean and renewable energy sources, improve energy efficiency, and expand access to electricity in developing regions.

SDG 11: Sustainable Cities and Communities: Make cities and human settlements inclusive, safe, resilient, and sustainable. This goal addresses urban planning, sustainable transportation, waste management, and green spaces in cities.

SDG 12: Responsible Consumption and Production: Ensure sustainable consumption and production patterns. SDG 12 encourages the efficient use of resources, reduction of waste, and promotion of sustainable practices in production and consumption.

SDG 13: Climate Action: Take urgent action to combat climate change and its impacts. SDG 13 emphasizes measures to mitigate greenhouse gas emissions, adapt to climate change, and raise awareness about the importance of climate action.

SDG 17: Partnerships for the Goals: Strengthen the means of implementation and revitalize the global partnership for sustainable development. SDG 17 underscores the importance of international cooperation, technology transfer, and partnerships to achieve all the SDGs, including those related to the environment.

5.1 Commitment to Renewable Energy and Sustainability

SIPL is dedicated to advancing the adoption of sustainable solar energy solutions that reduce reliance on non-renewable resources. Through our projects, we strive to accelerate the transition to clean energy and contribute positively to global efforts in combating climate change.

As part of our sustainability efforts, SIPL is in the planning stages of a solar panel installation project for our company's roof. This project aligns with our commitment to renewable energy and reducing our environmental impact.

5.2 Minimizing Environmental Impact of Projects

SIPL is steadfast in our commitment to minimizing the environmental impact of our installations. We employ innovative design, engineering, and construction techniques that prioritize energy efficiency, reduce waste, and minimize disruption to ecosystems. We continuously seek ways to optimize our processes and minimize our carbon footprint.

5.3 Compliance with Environmental Regulations

We uphold our responsibility to adhere to local, national, and international standards that govern environmental protection and conservation. Our projects are planned and executed with a rigorous commitment to environmental compliance, ensuring that our activities have a positive impact on the surrounding ecosystem.

5.4 Responsible Waste Management

Proper waste management is integral to our commitment to sustainability. SIPL takes a proactive approach to waste reduction, recycling, and disposal. We prioritize responsible waste management practices throughout our projects, ensuring that materials are sourced, used, and disposed of in environmentally conscious ways.

6. Integrity in Business Practices

Solon India Private Limited (SIPL) is unwavering in its commitment to conducting business with the utmost integrity, honesty, and fairness. Our ethical conduct extends to every facet of our operations, ensuring that we uphold the trust placed in us by clients, partners, and stakeholders.

6.1 Avoiding Bribery, Corruption, and Unlawful Practices

Bribery, corruption, and any form of unlawful practices are strictly prohibited at SIPL. Our commitment to ethical conduct remains steadfast, even in challenging situations.

6.2 Accurate Financial Reporting and Accountability

Our financial reporting reflects the true financial position of the company, providing stakeholders with a clear understanding of our financial health and performance.

6.3 Fair Competition and Anti-Trust Compliance

We avoid any activity that may undermine fair market practices, including price-fixing, collusion, bid rigging, or any other anti-competitive behaviour. Our commitment to ethical competition ensures a level playing field for all stakeholders.

6.4 Proper Use of Company Resources

We prohibit misuse, waste, or unauthorized use of company resources. Our commitment to proper resource management safeguards the interests of the company and upholds our reputation for responsible stewardship.

7. Community Engagement

Solon India Private Limited (SIPL) is dedicated to being an active and responsible member of the communities we operate in. We recognize our role in contributing positively to the social fabric and welfare of the areas where we conduct business.

7.1 Supporting Local Communities

SIPL is committed to supporting local communities by engaging in activities that enhance their well-being. Whether through partnerships with local organizations, employment opportunities, or sourcing materials locally, we aim to foster sustainable economic growth and prosperity in the regions we serve.

7.2 Engaging in Outreach and Education

Education and awareness play a vital role in advancing renewable energy adoption. SIPL is dedicated to engaging in outreach and education initiatives that promote understanding and appreciation of solar energy.

7.3 Contributing to Social Welfare Projects

We identify and support initiatives that address pressing social challenges, aligning with our values and expertise. By leveraging our resources and skills, we aim to create a positive impact that goes beyond our core business operations. Since 2022, SIPL has been actively involved in carrying out Corporate Social Responsibilities (CSR) activities related to helping the aged and needy.

8. Confidentiality and Data Protection

Confidentiality and data protection are paramount in Solon India Private Limited's commitment to ethical conduct. Our Non-Disclosure Agreements (NDAs) in partner collaboration projects always incorporate provisions for bi-directional confidentiality and data protection. We recognize the importance of safeguarding sensitive information and respecting the privacy of our clients, employees, partners, and stakeholders.

8.1 Protecting Client Information

SIPL is committed to preserving the confidentiality of all client data, including project details, financial information, and proprietary data. We employ robust security measures to prevent unauthorized access, disclosure, or use of client information, ensuring that it remains strictly confidential.

8.2 Safeguarding Company and Employee Data

The security of company and employee data is a fundamental responsibility. SIPL implements rigorous security protocols to safeguard company-sensitive information, intellectual property, and employee data.

8.3 Responsible Data Handling and Privacy

SIPL adheres to relevant data protection laws and regulations, ensuring that personal and sensitive information is collected, processed, and stored with the highest level of care. We respect individuals' privacy rights and provide clear information about how data is used and shared.

9. Ethics in Supplier and Partner Relationships

At Solon India Private Limited (SIPL), ethical conduct extends beyond our internal operations and encompasses our interactions with suppliers and partners.

9.1 Fair and Ethical Supplier Selection

SIPL is dedicated to selecting suppliers based on their ability to meet our standards of quality, ethical business practices, and sustainability. We evaluate potential suppliers not only on cost considerations but also on their commitment to environmental responsibility, fair labour practices, and adherence to legal and regulatory requirements.

9.2 Maintaining Fair and Respectful Partner Relationships

We value open communication, collaboration, and the sharing of ideas. We treat partners with the same honesty and integrity that we expect in return.

9.3 Encouraging Ethical Behaviour Among Partners

SIPL actively encourages partners to uphold the same high standards of ethics that guide our own practices. We communicate our ethical expectations clearly and provide guidance on how partners can align with our values.

10. Compliance and Reporting Mechanisms

Solon India Private Limited (SIPL) is committed to upholding ethical conduct through robust compliance mechanisms and reporting procedures that ensure transparency, accountability, and the resolution of ethical concerns.

10.1 Appointing an Ethics Officer or Committee

To oversee ethical matters and ensure consistent adherence to our Code of Ethics, SIPL is in the process of appointing an Ethics Committee. This committee will be responsible for promoting ethical behaviour, providing guidance, and addressing ethical concerns. The Ethics

Committee will serve as a point of contact for employees, clients, and stakeholders seeking guidance or reporting ethical matters.

10.2 Reporting Ethical Concerns Anonymously

Open communication is vital to maintaining ethical integrity. SIPL is in the process of providing a secure and anonymous channel for reporting ethical concerns. We encourage employees, clients, and stakeholders to report any observed or suspected violations of our Code of Ethics without fear of retaliation. Reports can be made confidentially, ensuring that concerns are addressed promptly and with discretion.

10.3 Investigation and Resolution of Ethical Violations

When ethical violations are reported, SIPL will undertake a thorough investigation. The Committee will be responsible for investigating concerns in a fair and unbiased manner. If violations are confirmed, appropriate corrective actions will be taken, including disciplinary measures or changes to processes and practices.

10.4 Non-Retaliation Assurance

SIPL holds a strict non-retaliation policy. Employees, clients, and stakeholders who report ethical concerns in good faith will not face any form of retaliation. We believe in creating a safe environment where raising concerns is valued and protected.

11. Consequences of Ethical Violations

Solon India Private Limited (SIPL) takes ethical conduct seriously and acknowledges that violations of our Code of Ethics undermine the trust we have built with our stakeholders. As such, we are committed to enforcing a framework of consequences that reflect the severity and impact of ethical violations.

11.1 Range of Disciplinary Actions

Ethical violations may result in disciplinary actions that correspond to the nature and severity of the offense. These actions may include verbal warnings, written warnings, suspension, demotion, and, in severe cases, termination of employment. The range of disciplinary actions aims to address ethical violations while promoting a culture of continuous improvement and adherence to our ethical standards.

11.2 Potential Legal Consequences

SIPL operates within the bounds of the law and respects the legal rights of individuals and entities. Violations of applicable laws and regulations may result in legal action, fines, or other legal consequences. We are committed to maintaining ethical practices to ensure compliance with all relevant legal requirements.

11.3 Repercussions for Repeated Violations

SIPL views repeated ethical violations as a breach of trust that can compromise the company's reputation and integrity. In cases of repeated violations, the consequences may escalate, leading to more significant disciplinary actions, legal consequences, or termination of employment.

12. Continuous Improvement

Solon India Private Limited (SIPL) is committed to the ongoing enhancement of our ethical practices and the promotion of a culture of integrity. Continuous improvement allows us to adapt to changing circumstances, address emerging ethical challenges, and uphold our values with unwavering dedication.

12.1 Regular Review and Update of the Code of Ethics

We take into account industry developments, regulatory changes, stakeholder feedback, and emerging ethical considerations. Updates to the Code are made to reflect the highest standards of ethical conduct and to provide clear guidance for all employees and stakeholders.

12.2 Learning from Ethical Challenges

We actively seek to understand the root causes of ethical issues and use this understanding to refine our practices, policies, and training. By learning from challenges, we strengthen our ability to prevent ethical violations and enhance our ethical decision-making.

12.3 Fostering an Ethical Culture

A culture of ethics is cultivated through collective effort. SIPL is dedicated to fostering an ethical culture that resonates throughout every level of the organization. Our leadership sets an example by adhering to the Code of Ethics and promoting ethical behaviour as a cornerstone of our identity.

13. Conclusion

At Solon India Private Limited (SIPL), our commitment to ethical conduct serves as the guiding light for every aspect of our operations. This Code of Ethics encapsulates the values, principles, and standards that define our identity and inform our interactions with clients, partners, employees, and the world around us. As we conclude this document, we reiterate our unwavering dedication to upholding the highest standards of integrity, responsibility, and respect.

Through ethical behaviour, we establish ourselves as leaders in the solar EPC industry, contributing positively to sustainable practices and the betterment of society.

Every member of Solon India Private Limited's team plays a vital role in upholding our ethical standards. It is through the collective efforts of our employees that we manifest our commitment to integrity, transparency, and responsible practices.

As we navigate the dynamic landscape of the solar EPC industry, we encourage every individual at Solon India Private Limited to embrace our ethical values in their daily operations. By consistently embodying these values, we create a ripple effect that transcends our organization, influencing the industry, our clients, and the communities we serve. Through our ethical choices, we lead by example, demonstrating that sustainable success is rooted in doing what is right.



Appendix A: Glossary of Terms

- 1. Code of Ethics:** A comprehensive document that outlines the ethical principles, values, and standards that guide the behaviour and actions of employees and stakeholders within Solon India Private Limited.
- 2. Ethics Officer or Committee:** An individual or group designated to oversee and enforce ethical conduct within the organization. Responsible for promoting ethical behaviour, addressing ethical concerns, and ensuring compliance with the Code of Ethics.
- 3. Ethical Conduct:** Behaviour that aligns with the principles of integrity, honesty, fairness, and respect outlined in the Code of Ethics. Ethical conduct reflects the company's commitment to responsible and moral actions.
- 4. Stakeholders:** Individuals or groups that have an interest or stake in the activities and outcomes of Solon India Private Limited. This includes clients, employees, partners, investors, regulatory bodies, and local communities.
- 5. Conflict of Interest:** A situation in which an individual's personal interests, relationships, or activities could compromise their objectivity, integrity, or the best interests of the company and its stakeholders.
- 6. Sustainability:** The practice of conducting business in a way that considers the long-term environmental, social, and economic impacts of decisions. Sustainability aims to meet present needs without compromising the ability of future generations to meet their own needs.
- 7. Data Protection:** The safeguarding of personal and sensitive information from unauthorized access, use, disclosure, or alteration. Data protection ensures compliance with relevant privacy laws and regulations.
- 8. Fair Competition:** A principle that promotes open and healthy competition in the marketplace, free from anti-competitive practices such as price-fixing, collusion, or unfair business tactics.
- 9. Confidentiality:** The obligation to protect sensitive, proprietary, or private information from unauthorized disclosure. Confidentiality is crucial to maintaining trust and safeguarding sensitive data.
- 10. Whistleblower:** An individual who reports concerns or information about ethical violations, illegal activities, or wrongdoing within an organization. Whistleblowers play a critical role in promoting transparency and accountability.
- 11. Non-Retaliation:** The assurance that individuals who report ethical concerns in good faith will not face any form of punishment, discrimination, or adverse action as a result of their report.

12. Compliance: Adherence to laws, regulations, and industry standards relevant to the company's operations. Compliance ensures that the organization operates within legal and ethical boundaries.

13. Social Responsibility: The duty of an organization to make decisions and take actions that positively impact society, the environment, and the well-being of stakeholders beyond its financial interests.

14. Ethical Culture: The shared values, attitudes, and behaviours within an organization that prioritize ethical conduct and influence decision-making at all levels.

Appendix B: Examples of Ethical Scenarios

The following scenarios are provided as illustrative examples to help employees and stakeholders understand how ethical principles apply in real-world situations. Each scenario highlights a potential ethical dilemma and offers guidance on how to approach the situation while upholding the values outlined in the Code of Ethics.

Scenario 1: Conflict of Interest

You are responsible for selecting a supplier for a solar panel component. Your close relative works for one of the supplier companies and has encouraged you to award the contract to their company. What should you do?

Guidance: Disclose your relationship with the supplier and recuse yourself from the decision-making process. Follow the company's procedures for managing conflicts of interest. Make decisions based on objective criteria that prioritize the best interests of the company.

Scenario 2: Environmental Impact

During a site visit, you notice that a subcontractor is disposing of construction waste improperly, potentially causing harm to the environment. What actions should you take?

Guidance: Immediately address the issue with the subcontractor, instructing them to follow proper waste disposal procedures. Report the incident to your supervisor or the Ethics Officer for further investigation and resolution. Ensure that the subcontractor rectifies the situation and complies with environmental regulations.

Scenario 3: Reporting Misconduct

You overhear a colleague discussing a plan to inflate project costs to secure a higher budget. What steps should you take?

Guidance: Report the misconduct to your supervisor, the Ethics Officer, or use the anonymous reporting mechanism provided by the company. Avoid participating in or condoning unethical behaviour. Your report will help prevent financial misconduct and uphold the company's commitment to integrity.

Scenario 4: Equal Opportunity Employment

You are involved in the hiring process for a new team member. One of the candidates is highly qualified but has disclosed a disability during the interview. How should you proceed?

Guidance: Evaluate all candidates based on their qualifications and skills relevant to the job. Do not discriminate against the candidate due to their disability. If accommodations are necessary for the candidate to perform the role, discuss these openly and ensure a fair evaluation process.

Scenario 5: Data Privacy

You discover that a colleague has accessed confidential client information without proper authorization. What actions should you take?

Guidance: Report the unauthorized access to your supervisor, the Ethics Officer, or the appropriate department. Maintain the confidentiality and privacy of the information you've become aware of. Unauthorized access to confidential data violates the company's commitment to data protection.

These scenarios are intended to provoke ethical thinking and discussions. When faced with ethical dilemmas, consider the principles outlined in the Code of Ethics and seek guidance from the appropriate channels within Solon India Private Limited.

Appendix C: Contact Information

If you have questions, concerns, or need to report an ethical issue, please refer to the following contact information. Your commitment to ethical conduct is valued and supported by Solon India Private Limited.

Ethics Committee

Chairperson:

Email:

Phone:

Anonymous Reporting

For those who wish to report ethical concerns anonymously, Solon India Private Limited provides a secure and confidential reporting mechanism where your identity and information will be protected.

General Inquiries

For general inquiries about the Code of Ethics or ethical matters, please contact:

Name:

Title:

Email:

Phone:

Please remember that ethical concerns are taken seriously and will be addressed promptly and impartially. Your commitment to maintaining our ethical standards contributes to the integrity and reputation of Solon India Private Limited.

Appendix D: Legal and Regulatory References

The ethical principles outlined in this Code of Ethics align with various laws, regulations, and industry standards. Below are references to key legal and regulatory frameworks that guide Solon India Private Limited's commitment to ethical conduct:

- 1. Environmental Regulations: Environmental Protection Act, 1986**
- 2. Data Protection and Privacy Laws: Information Technology Act, 2000; the Census Act, 1948; the Aadhar Act, 2016, Right to Information Act, 2005, Digital Personal Data Protection Act, 2023**
- 3. Fair Competition Laws: The Competition Act, 2002**
- 4. Equal Opportunity Employment Laws under Department of Empowerment Laws for disabled persons and Constitution of India**
- 5. Health and Safety Regulations under ministry of Labour**
- 6. Anti-Corruption Laws such as Prevention of Corruption Act, 1988, Foreign Contribution Regulation Act, 2010, CENTRAL VIGILANCE COMMISSION ACT, 2003, LOKPAL AND LOKAYUKTAS ACT, 2013, COMPANIES ACT, 2013**
- 7. Renewable Energy Standards and Regulations under Ministry of New and Renewable Energy**
- 8. Financial Reporting and Accountability Regulations of IFRS or GAAP principles as applicable.**

These references provide a foundation for Solon India Private Limited's ethical conduct and compliance with applicable laws. It is essential to stay informed about and adhere to relevant legal and regulatory requirements in all business operations.

Appendix E: Company Policies

The ethical principles presented in this Code of Ethics are supported by various company policies that reinforce our commitment to responsible and ethical conduct. Below are references to key company policies that align with the principles outlined in this document:

Anti-Discrimination and Anti-Harassment Policies, Data Protection and Privacy Policies, Health and Safety Policies, Supplier Code of Conduct, Environmental Sustainability Policies, Equal Opportunity Employment Policies, Social Responsibility Policies as applicable as per various laws and regulations in India.

These company policies provide additional guidance on specific areas of ethical behaviour and compliance. Employees and stakeholders are encouraged to familiarize themselves with these policies to ensure alignment with Solon India Private Limited's ethical standards.

Appendix F: Code of Conduct Acknowledgment Form

Employee Name: _____

Position: _____

Date: _____

I acknowledge that I have received, reviewed, and understood Solon India Private Limited's Code of Ethics. I am aware that the Code of Ethics outlines the ethical principles, values, and standards that guide our behaviour and actions as employees of Solon India Private Limited.

By signing this form, I commit to upholding the ethical standards set forth in the Code of Ethics and integrating these principles into my daily work and interactions. I understand that ethical conduct is a fundamental requirement of my role and contributes to the integrity and reputation of Solon India Private Limited.

I am aware that I can seek guidance and report any ethical concerns or violations through the contact information provided in the Code of Ethics document.

Employee Signature: _____

Date: _____

Supervisor Signature (if applicable): _____

Date: _____

Appendix G: Ethics Self-Assessment Questionnaire

This self-assessment questionnaire is designed to help employees and stakeholders reflect on their understanding of ethical principles and their application in various situations. The questionnaire aims to encourage self-awareness and ethical introspection.

Instructions: For each question, choose the response that best reflects your behaviour and beliefs. Be honest in your self-assessment.

Integrity:

- a) I consistently adhere to the highest standards of honesty and integrity.
- b) I occasionally face ethical dilemmas but prioritize ethical choices.
- c) I sometimes compromise on ethical standards to achieve certain goals.

Transparency:

- a) I am open and transparent in my communication and actions.
- b) I am transparent in most situations, but occasionally withhold information.
- c) I sometimes hide information that I believe might lead to negative outcomes.

Environmental Responsibility:

- a) I actively seek ways to minimize the environmental impact of our projects.
- b) I consider environmental responsibility but focus more on operational efficiency.
- c) I rarely consider environmental impact in my decisions.

Respect and Diversity:

- a) I treat everyone with respect and value diversity in perspectives.
- b) I respect most individuals, but sometimes struggle with diverse viewpoints.
- c) I find it challenging to respect diverse perspectives and backgrounds.

Conflict of Interest:

- a) I actively avoid situations that could lead to conflicts of interest.

- b) I am cautious about potential conflicts, but sometimes encounter them.
- c) I don't pay much attention to potential conflicts of interest.

Data Privacy:

- a) I prioritize the protection of sensitive data and adhere to data protection regulations.
- b) I am generally careful with data privacy, but there have been lapses.
- c) I have sometimes overlooked data privacy concerns.

Whistleblowing:

- a) I am comfortable reporting ethical concerns and would do so without hesitation.
- b) I might hesitate to report concerns due to fear of retaliation.
- c) I am reluctant to report ethical concerns due to potential consequences.

Continuous Learning:

- a) I actively seek opportunities to learn and improve my ethical decision-making.
- b) I engage in learning sporadically but could do more.
- c) I rarely invest time in learning about ethics and ethical conduct.

Scoring:

Add up the points for each question: a = 3 points, b = 2 points, c = 1 point.

Total score interpretation:

- 21-24 points (Strong Ethical Awareness)
- 15-20 points (Moderate Ethical Awareness)
- 8-14 points (Limited Ethical Awareness).

This self-assessment questionnaire is a tool for self-reflection and growth. Use your total score to identify areas for improvement and take steps to enhance your ethical awareness and decision-making.

