

CODE OF CONDUCT FOR SUPPLIERS/ VENDORS

To ensure the integrity of the Bank and its employees, suppliers and their representatives must be beyond challenge and reproach in every business transaction. For the purpose, following code of conduct has been prepared for suppliers, according to which the supplier and their representative shall

- Comply with their specific obligations under the agreement with the Bank
- Conduct their business activities and employment practices in compliance with applicable laws, rules & regulations
- Record & report business information honestly, accurately and comply with applicable laws concerning complete and accurate records
- Calculate, quote and submit the price contained in any bid or proposal or invoice independently, without collusion, consultation with any other competing supplier or with any Bank employee
- Use Bank provided information technology and systems including e-mail, only for authorized Bank business related purposes
- Comply with Bank requirements to maintain confidential information, security and privacy procedures as a condition of access to the internal Bank network, systems and buildings
- Comply with all contractual obligations and not disclosing the bank's confidential information including but not limited to, financial information, marketing and business plans, customer information, price and cost information and employee data.
- Not offer a bribe, kickback, bartering arrangement for goods or services and/or any other incentive/benefit to a Bank employee or his family friends in order to obtain/ retain Bank business