

## **Code of Ethics and Business Conduct**

**Policy :** It is the policy of the **Addwatt Power Solutions Private Limited** (Henceforth Addwatt Power) to provide our Code of Ethics and Business Conduct, which will serve as a guide to proper business conduct for all employees. We expect all employees to observe the highest standards of ethics and integrity in their conduct. This means following a basic code of ethical behaviour that includes the following.

1. **Build Trust and Credibility :** The success of our business is dependent on the trust and confidence we earn from our employees, customers and shareholders. We gain credibility by adhering to our commitments, displaying honesty and integrity and reaching company goals solely through honourable conduct.

When considering any action, it is wise to ask: will this build trust and credibility for Addwatt Power? Will it help create a working environment in which Addwatt Power can succeed over the long term? Is the commitment I am making one I can follow through with? The only way we will maximize trust and credibility is by answering “yes” to those questions and by working every day to build our trust and credibility.

2. **Respect for the Individual :** We all deserve to work in an environment where we are treated with dignity and respect. Addwatt Power is committed to creating such an environment because it brings out the full potential in each of us, which, in turn, contributes directly to our business success.

Addwatt Power is an equal employment/affirmative action employer and is committed to providing a workplace that is free of discrimination of all types from abusive, offensive or harassing behaviour. Any employee who feels harassed or discriminated against should report the incident to his or her manager or to the Human Resources Department.

3. **Create a Culture of Open and Honest Communication :** At Addwatt Power everyone should feel comfortable to speak his or her mind, particularly with respect to ethics concerns. Managers have a responsibility to create an open and supportive environment where employees feel comfortable raising such questions. We all benefit tremendously when employees exercise their power to prevent mistakes or wrongdoing by asking the right questions at the right times.

Addwatt Power will investigate all reported instances of questionable or unethical behavior. In every instance where improper behavior is found to have occurred, the company will take appropriate action. We will not tolerate retaliation against employees who raise ethics concerns in good faith.

4. **Set the Tone at the Top :** Management has the added responsibility for demonstrating, through their actions, the importance of this Code. In any business, ethical behavior does not simply happen; it is the product of clear and direct communication of behavioral expectations, modeled from the top and demonstrated by example. Again, ultimately, our actions are what matters.

**Addwatt Power Solutions Pvt. Ltd.**

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5. **Uphold the Law** : Our commitment to integrity begins with complying with laws, rules and regulations where we do business. Further, each of us must have an understanding of the company policies, laws, rules and regulations that apply to our specific roles. If we are unsure of whether a contemplated action is permitted by law or Company policy, we should seek the advice from the resource expert. We are responsible for preventing violations of law and for speaking up if we see possible violations.
- **Competition:** We are dedicated to ethical, fair and vigorous competition. We will provide services based on their merit, superior quality, functionality and competitive pricing. We will make independent pricing and marketing decisions and will not improperly cooperate or coordinate our activities with our competitors. We will not offer or solicit improper payments or gratuities in connection with the purchase of goods or services for Addwatt Power or the sales of its products or services, nor will we engage or assist in unlawful boycotts of particular customers.
  - **Proprietary Information:** It is important that we respect the property rights of others. We will not acquire or seek to acquire improper means of a competitor's trade secrets or other proprietary or confidential information. We will not engage in unauthorized use, copying, distribution or alteration of software or other intellectual property.
6. **Selective Disclosure** : We will not selectively disclose (whether in one-on-one or small discussions, meetings, presentations, proposals or otherwise) any material nonpublic information with respect to Addwatt Power, its business operations, plans, financial condition, results of operations or any development plan. We should be particularly vigilant when making presentations or proposals to customers to ensure that our presentations do not contain material nonpublic information.
7. **Avoid Conflicts of Interest:** We must avoid any relationship or activity that might impair, or even appear to impair, our ability to make objective and fair decisions when performing our jobs. At times, we may be faced with situations where the business actions we take on behalf of Addwatt Power may conflict with our own personal or family interests because of the course of action that is best for us personally may not also be the best course of action for Addwatt Power. We owe a duty to Addwatt Power to advance its legitimate interests when the opportunity to do so arises. We must never use Addwatt Power property or information for personal gain or personally take for ourselves any opportunity that is discovered through our position with Addwatt Power.

For Addwatt Power Solutions Pvt. Ltd.



Director

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