



POLICY - WHISTLE BLOWER POLICY

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ASSOCIATED DOCUMENTS (THIS DOCUMENT SHOULD BE READ IN CONJUNCTION WITH)

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APPLICABLE TO

Bayer BioScience Private Limited

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FOREWORD

Dear Colleagues,

The Bayer Group of Companies in India has a tradition of conducting business based on high values, principles and beliefs. Our commitment is towards reaching the goals with utmost respect for human values and to serve the interests of Bayer with integrity. Good Corporate Governance entails that the interest of the employees, the shareholders and the society in general be protected at all times. The management realises that this is possible only if there exists an open and transparent culture wherein the concerns of the employees at all levels can be raised and expressed without fear of retribution. To achieve this objective, it is felt necessary to define a specific policy which will enable the employees to report their concerns, which would be looked into and if found to be appropriate will be fully investigated and acted upon.

The objective of the enclosed Policy is to explain and encourage the employees to raise any concern about Bayer's operations and working environment, including possible breaches of Bayer's policies and standards or values or any laws within the country or elsewhere, without fear of adverse managerial action being taken against such employees. Such concerns will always be treated fairly and the concerned employee will be suitably protected.

Should you require any clarification, you may kindly contact General Counsel - Legal & Secretarial, Bayer Group of Companies in India or General Manager – Internal Audit, Bayer CropScience Limited.

Jens Hartmann
Managing Director

INTRODUCTION AND BACKGROUND

The Bayer Group of Companies in India is committed to developing an open and transparent culture where it is safe for all employees to raise their concerns about any unacceptable and unethical practices, including misconduct. This Policy aims at providing a framework to promote such a culture.

The Policy is, therefore, intended to help the employees who have major concerns over any wrongdoings within Bayer Group of Companies in India relating to unhealthy practices/unethical conduct/financial malpractices which have an adverse impact on the Company's image. Specific examples will include:

- Criminal offences (corporate fraud, corruption, bribery or theft), which has been or is likely to be committed.
- Unethical business conduct and serious irregularities, regulatory or financial.
- Conflict of business interests.
- Misuse of Company assets
- Misuse of authority
- Wilful suppression of facts
- Funds being used in any unauthorised manner.
- Mis-statement in the Company's financial records which include time sheets, sales records and expense reports and distorting the true nature of the transaction.
- Falsification of transactions/documents.
- Miscarriage of justice or any injustice which has been or is likely to be done.
- Health or safety of any individual/employee is likely to be endangered.
- Discrimination occurring to any member of the staff such as favouritism, communal bias, sexual harassment etc.
- Actions exceeding the authority so granted in the day to day course of business.
- Any other form of improper action or conduct.

WHAT IS WHISTLE BLOWER?

Whistle Blower is an act whereby any employee of Bayer BioScience Private Limited comes to a decision to express a concern over which he has genuine doubt and which is raised in good faith.

AIM OF THE WHISTLE BLOWER POLICY

The Policy aims at:

- Encouraging the employees to feel confident in raising serious concerns.
- Providing ways for the employees to raise their concerns and get feedback on the concerns raised by them.
- Ensuring that the employees get a response to their concerns.
- Reassuring the employees that if the concerns are raised in good faith, they will be protected from victimisation.
- Initiating action, where necessary, to set right the concern raised.
- Ensuring that the Policy is not abused.

COVERAGE OF THE POLICY

All employees of Bayer BioScience Private Limited are covered by this Policy.

GUIDING PRINCIPLES AND ASSURANCE

Any employee of Bayer BioScience Private Limited who raises in good faith a concern on the type of incidences as described above, including but not limited to compensation or terms and conditions of employment, will be protected from threat of retribution, victimisation, discharge or discrimination, including unjustified transfer.

DELIBERATE FALSE REPORTING

If an employee raises any concern in good faith that he/she believes to be true, but which upon investigation proves to be unfounded, no action will be taken against such an employee. If, however, the investigation reveals that the employee has made a deliberately false allegation with the intention of discrediting a fellow employee, he/she will be investigated to determine whether disciplinary action should be taken against him/her. Such disciplinary action could (among other things) also result in termination of employment.

If the disclosure by the employee reveals that the employee himself is involved in the malpractice, the company will, when deciding on measures to be taken, make due account of the employee's contribution to the disclosure, in particular if the disclosure has contributed to mitigating damages to the company.

HOW SHOULD THE EMPLOYEE RAISE THE CONCERN

The employee can approach the Committee consisting of Mr. Jens Hartmann, Managing Director and Mr. Chalapathi Rao, General Manager – Internal Audit of Bayer CropScience Limited to report any such concern, (hereinafter referred to as the Committee - details of Committee members given hereunder) or forward a sealed envelope marked “Bayer BioScience Private Limited, For Committee – Whistle Blower Policy” to the General Counsel - Legal & Secretarial, Bayer Group of Companies in India, who will then forward these sealed envelopes to the Committee. However, employment related grievances which are of a personal nature may be redirected by the Committee to the Head Human Resources to look into the grievance and report his/her findings/action taken to address such concerns to the Committee.

DETAILS OF COMMITTEE MEMBERS:

Sr. No.	Name of Member	Tel. Nos.	Fax No.	Address
1.	Mr. Jens Hartmann	2571 1025	25708402	Bayer CropScience Limited Bayer House, Central Avenue Hiranandani Gardens Powai, Mumbai 400076
2.	Mr. Chalapathi Rao	2571 1010	-	Bayer CropScience Limited Bayer House, Central Avenue Hiranandani Gardens Powai, Mumbai 400076

Employees having any concerns are also encouraged to raise their concerns initially through the management channels by whatever route the employee may choose to raise his or her concern. The identity of the employee will be kept confidential if asked to do so and will be disclosed only if it becomes necessary for investigation purposes or in certain circumstances where it is legally required to be so disclosed. Employees can also raise their concerns anonymously. The concerns should be raised in writing. The employee raising the concern is expected to give the background and history of his concern and the reason why he/she is particularly concerned about the circumstances. Factual data should be provided to the extent possible.

HOW THE COMMITTEE WILL RESPOND

The Committee will take effective steps to respond to any concern that has been reported and will inform the concerned employee of the outcome. In cases where a detailed investigation needs to be conducted, the Committee may direct such investigation to be conducted, if necessary, by an independent external agency. In some cases, there may be an overriding legal obligation to investigate certain types of issues, especially those related to environment and safety and corporate financial fraud/irregularities. The Investigating Authority will give every chance to the concerned employee to present his/her case. The concern raised may be handled and treated by the Committee in any of the following ways:

- By adopting procedures, especially with regard to dealing with certain types of complaints relating to accounting and internal controls.
- Through other relevant procedures/processes that are already in place.
- Internal investigation.
- Referring to external regulatory or law enforcement officials.
- Referring to external auditors or other investigators or firms, subject to the findings of an independent internal enquiry or,
- A combination of the above.

ACTION ARISING FROM THE INVESTIGATION

Based on the report of the Investigating Authority or upon its own findings, the Committee in consultation with the Chairman will ensure that remedial action, where required, is taken in a timely manner dependent on the gravity of the misconduct. The action taken will be in accordance with the applicable laws.

The employee raising the concern shall be given the necessary feedback on the concern so raised in a time bound manner unless prevented by legal constraints.

SAFEGUARDS FOR THE EMPLOYEES

The Committee will ensure that no action will be taken against an employee who makes allegation/raises a concern in good faith, reasonably believing it to be true. The Committee will also ensure that there is no harassment or victimisation against the employee who has raised a concern in good faith.

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In case retaliation by a fellow employee including his immediate superior is brought to the attention of the Committee, it will direct an investigation against such employee or superior and ensure that appropriate disciplinary action, as necessary is taken.
