

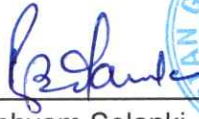
Conflict of Interest Policy

Ver.3 dated 19th August,2026

Disclaimer: This policy has been developed and is being practiced by Indian Grameen Services (IGS) as part of its commitment to strengthening organizational governance, transparency, accountability, and responsible practices.

Approved by Board of Directors, Indian Grameen Services on 19th August 2026

Signature: _____



Name: Radheshyam Solanki

Designation: Chief Executive Officer



INDIAN GRAMEEN SERVICES

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IGS CIN No- U85320DL1987NPL027141

Indian Grameen Services is a national-level Registered Non-Profit Organization (RNPO) with over four decades of journey as a development catalyst, established in 1987 under Section 8 of the Companies Act, 2013. We are committed to address complex challenges in India, by design and implementing innovative, demand-driven, impact-oriented, and cost-effective Livelihood solutions. Its work is primarily focused on resource-deficient marginalized communities, vulnerable and poverty-affected geographies, in Central, Eastern, and North-Eastern India. IGS contributes to the broader goal of promoting sustainable livelihoods, with a strong emphasis on improving the wellbeing of rural and peri-urban communities, including women and marginalized populations.

A Conflict-of-Interest Policy establishes clear guidelines for identifying, disclosing, managing, and resolving situations where an individual's personal, financial, family, or professional interests may conflict—or appear to conflict—with the interests of Indian Grameen Services (IGS). The policy is needed to ensure that organizational decisions, including procurement, recruitment, beneficiary selection, partnerships, vendor engagement, project implementation, and financial decisions, are made objectively and in the best interests of IGS and its stakeholders. It promotes transparency, impartiality, accountability, and ethical decision-making, while providing employees and Board members with a clear process for declaring and managing potential conflicts.

Conflict of Interest

Employees must avoid any conflict between their individual interests and the interests of IGS. A conflict of interest arises when an employee has a direct or indirect financial or other interest that might influence, or appear to influence, the employee's judgment on behalf of the organisation. Conflict of interest may arise in different situations; a clear conflict of interest arises when an employee or family member of the employee (immediate family, domestic partner):

- **Work in the same unit, direct line, or dotted line reportee.**
- **Participate in the evaluation, selection, award, or administration of a contract or other order for the purchase of goods and services that will directly and indirectly benefit the employee.**
- **Have a personal, direct, or indirect financial or other commercial interest in any party doing business with IGS.**
- **Stand to gain personally or individually from any transaction in which IGS is a party.**
- **Are on a recruitment panel where a candidate is known to the employee.**

In situations where there is an actual or perceived conflict of interest, employees are obligated to inform, in writing, their Line Manager and Head - HR. Employees are advised on appropriate actions, for example, to dissociate themselves from procurement and recruitment processes.

Employees are required to declare their association to their line manager and Head-HR in writing with regard to other employments, consultancy assignments, voluntary engagements, being on the Board, ICC Committee, or other organisation.



Gifts

Employees will not accept gifts from vendors and suppliers, persons, donors, beneficiaries, government officials or organisations seeking or having working relations with IGS. Gifts cannot be received during the procurement solicitation process. A gift for this purpose will include free transport, boarding, lodging or other services. IGS considers it inappropriate to give or receive a gift from a person within IGS with whom there is a superior- subordinate relationship. Employees may only be permitted to give IGS's branded items such as pens, diaries, calendars, etc. IGS staff cannot accept gifts whatsoever. Any violation will result in disciplinary action.

A Conflict-of-Interest Statement to this effect shall be signed by the employee on the date of their joining the services of IGS and submitted to the HR Department as part of their post-employment documents.

CONFLICT OF INTEREST STATEMENT

You must scrupulously avoid any conflict between your individual interests and the interests of IGS (a "conflict of interest"). If you, or a member of your family, have a possible conflict or even the appearance of a conflict with IGS interests, you must fully disclose the circumstances to your manager, with a copy to Head- HR who will provide approval or may refer to Management for further clarification for the purposes of this policy, your family includes a spouse, brother or sister, parent, child, or domestic partner.

A conflict of interest can arise in a variety of situations wherever IGS interests, such as relying on staff duties of loyalty and confidentiality, compete with the personal or other professional activities or engagements of IGS staff. As examples, a clear conflict of interest arises when you or a member of your family directly or indirectly:

- Participate in IGS or related entity evaluation, selection, award, or administration of a contract, loan, purchase, sale, investment order, donation, or other transaction that will directly or indirectly benefit you or your family.
- Have a financial or other commercial interest (except ownership of less than five per cent of the stock of a publicly held company) or are in a position of power, authority, influence, governance, or control as to any party doing business with IGS, its programs or related entities and you as IGS staff are engaged or potentially influence the transaction.
- Stand to gain personally or individually from any transaction in which IGS, a IGS program or a IGS related entity is a party.
- Accept gifts, favours, or anything of monetary value from IGS donors or vendors, including contractors (except for unsolicited gifts of a nominal value, training, travel, materials, or other items provided for the benefit of IGS with supervisor approval).
- Owe fiduciary or other duties of loyalty to another entity that is partnering, lending, donating, investing, negotiating or otherwise transacting business with IGS, and you as IGS staff are engaged or potentially influence the transaction.

You must withdraw from any participation in IGS decisions related to an actual or perceived conflict and take appropriate steps to eliminate the conflict. This requirement should not be construed as preventing you from stating your position regarding the matter, nor from answering your manager's pertinent questions if your personal knowledge may be of assistance to IGS in reaching its decision.

R. S. Patil

