	MY HOME CONSTRUCTIONS PVT. LTD.	
	VIGILANCE POLICY	Ref No: MHCPL-VIGL-001
		Version: 01-24
		Date: 01.01.2024

1.Introduction:

My Home Constructions Private Limited is committed to maintain the highest standards of integrity, transparency, and ethical conduct.

This Vigilance Policy aims to establish a framework to prevent and address any form of:

- corruption,
- malpractice, or
- unethical behaviour

within the organization.

2. Objectives:

- Promote a culture of honesty, fairness, and accountability.
- Safeguard the company's reputation and stakeholders' trust.
- Prevent and detect corrupt practices, fraud, and misconduct.
- Ensure timely and impartial investigation of reported concerns.

3. Scope:

This policy applies to all employees, contractors, and stakeholders associated with My Home Constructions Private Limited. It covers activities within the workplace as well as interactions with external parties.


4. Key Principles:

- Zero Tolerance: My Home Constructions Private Limited has zero tolerance for corruption, bribery, fraud, and other unethical practices.
- Whistle-blower Protection: Individuals reporting concerns in good faith will be protected from any form of retaliation.
- Confidentiality: All vigilance-related information will be treated with utmost confidentiality, with disclosure only to those involved in the investigation.

5. Reporting Mechanism:

Employees and stakeholders are encouraged to report any suspicious activity through designated channels as mentioned below:

- Vigilance helpline Number: (will be notified later)
- Email to : mhcvigilance@myhomeconstructions.com or
- In-person to the Head Vigilance /Vigilance Officers.

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6. Investigation Process:

- A Vigilance Officer will be appointed to oversee investigations.
- Prompt and impartial investigation of reported concerns will be conducted.
- Disciplinary action will be taken based on the severity of the findings.

7. Training and Awareness:

Regular training sessions will be conducted to educate employees about the vigilance policy, ethical conduct, and the importance of reporting concerns.

8. Compliance and Monitoring:

Compliance with this policy will be regularly monitored, and periodic audits will be conducted to assess its effectiveness. Non-compliance may result in disciplinary action.

9. Review and Amendment:

- This policy will be reviewed periodically to ensure its relevance and effectiveness.
- Amendments may be made to address emerging challenges and changes in the business environment.

10. Communication:

My Home Constructions Private Limited will communicate this vigilance policy to all employees and stakeholders, emphasizing the importance of ethical behaviour and reporting mechanisms.

11. Conclusion:

My Home Constructions Private Limited is committed to upholding the highest standards of ethical conduct. This Vigilance Policy reflects our dedication to fostering a workplace characterised by:

- Integrity,
- Transparency, and
- Accountability.

Every individual associated with the company is expected to adhere to these principles to ensure the continued success and reputation of My Home Constructions Private Limited.