



MADRAS NETWORKING COMPANY

Plot No. 15 & 16, 118-F, Brindavan Street Extension, Srinivasa Nagar,
(Jawaharlal Nehru Ring Road - Opp Velachery MRTS Station)
Madipakkam, Chennai-600 091, Kanchipuram, Tamilnadu.

Phone : 044 2999 1199
E-mail : info@mncindia.net
Web : www.mncindia.net

Company Policy

1st March 2026

1. Purpose & Scope

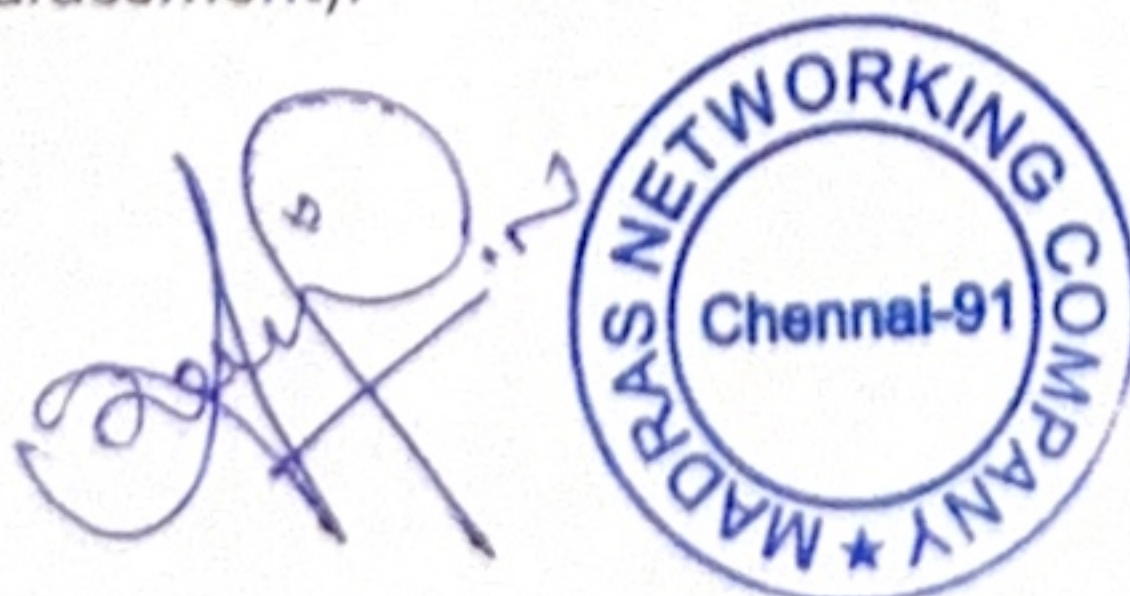
This Company Policy establishes the core standards of professional conduct, workplace fairness, and legal compliance for **Madras Networking Company (MNC)**. As a system integration firm headquartered in Chennai and executing turnkey active, passive, and security projects across India, MNC is committed to maintaining an ethical, safe, and transparent environment for all employees, field engineers, sub-contractors, and business partners.

2. Core Labor Standards

- **Fair Employment & Equal Opportunity:** MNC provides equal employment opportunities regardless of race, caste, religion, gender, sexual orientation, disability, or regional background. Employment, promotions, and compensation are strictly performance- and merit-based.
- **Prohibition of Forced & Child Labor:** MNC strictly prohibits child labor, forced labor, and bonded labor in both internal operations and external vendor supply chains. All site engineers and field technicians must meet the statutory minimum age requirements under Indian labor laws.
- **Working Hours & Field Deployment:**
 - Working hours adhere to statutory guidelines, including standard rest periods and defined shift durations.
 - Due to the nature of system integration, field deployments (e.g., night shifts for cutovers, weekend cable pulls, or site commissioning) are planned with prior consent, appropriate rest intervals, and compliant overtime compensation.
- **Wages & Benefits:** Compensation packages comply with local statutory minimum wage regulations, Provident Fund (PF), Employee State Insurance (ESI), and applicable state labor mandates across all Pan-India project sites.

3. Occupational Health, Safety & On-Site Welfare

- **Site Safety Standards:** Field engineers and technicians must strictly adhere to Personal Protective Equipment (PPE) guidelines—including hard hats, safety harnesses, protective footwear, and high-visibility vests—when working at construction, industrial, or elevated deployment sites.
- **Sub-contractor Compliance:** All third-party labor agencies, cabling contractors, and field specialists engaged by MNC must comply with these safety and labor policies.
- **Zero Tolerance for Harassment:** MNC strictly prohibits workplace harassment, verbal abuse, and physical intimidation. The company maintains a zero-tolerance policy towards sexual harassment, supported by an Internal Complaints Committee (ICC) compliant with the POSH Act (Prevention of Sexual Harassment).





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4. Business Ethics & Integrity

- **Anti-Bribery & Corruption:** Employees and representatives must not offer, solicit, or accept bribes, kickbacks, or unlawful inducements from clients, government bodies, vendors, or contractors.
- **Gifts & Hospitality:** Reasonable, customary business hospitality is permitted, but accepting or offering high-value gifts that could influence commercial decisions is strictly prohibited.
- **Fair Competition & Procurement:** Vendor selections for hardware, software, OEM partnerships, and sub-contracting must be conducted transparently based on technical capability, cost, quality, and ethical alignment.

5. Protection of Client Data & Intellectual Property

- **Confidentiality:** Employees must protect confidential client data, network topology maps, system credentials, and proprietary architecture details obtained during project integration.
- **Information Security Compliance:** Employees must comply with MNC's data security protocols (ISO/IEC standards), avoiding unauthorized sharing of system layouts or deployment details with non-essential third parties.

6. Conflict of Interest

Employees must avoid situations where personal interests conflict with company duties. This includes:

- Outside employment or consultancy with competitors, vendors, or clients.
- Personal financial interest in a subcontractor or vendor engaged by MNC.
- Misuse of company assets, tools, or diagnostic equipment for non-official projects.

7. Governance & Whistleblower Protection

- **Reporting Violations:** Employees and site workers are encouraged to report unethical behavior, financial improprieties, safety violations, or policy breaches to the HR or Compliance Department.
- **Non-Retaliation:** MNC guarantees complete confidentiality and protection against retaliation, discrimination, or adverse career impacts for individuals reporting genuine ethics or compliance concerns in good faith.

8. Enforcement & Periodic Review

Non-compliance with this policy may result in disciplinary action up to and including termination of employment or legal proceedings. MNC reserves the right to audit internal departments and project sites periodically to ensure complete adherence to these standards.

