

NANGIA & CO LLP

CHARTERED ACCOUNTANTS

Ethos & Ethics

A paradigm of professionalism



Ethics Standards for using of Firm IT & Electronic Communications

Employee Responsibility

- You must not conduct your personal business activities using Company's IT or communication facilities, or support others to do so.
- You must only use approved internet-based services (whether commercial, consumer or free-to-use) to store, process or share business information as defined in the Company policy.
- You must also play your part in protecting company's shared assets – such as a photocopier or a building. Although you are not personally accountable or liable for these, you should help to look after them and, if someone else is putting them at risk or using them inappropriately, intervene or report the matter.
- You must identify the privacy risks before collecting, using, retaining or disclosing personal data, such as in an IT system, project or marketing initiative.
- You must use company's brands and trademarks appropriately
- You must not misuse confidential information of a third party.
- If you notice that a third party is infringing or misusing Company IP rights, for example by passing on documents containing confidential information, it is the duty of that person to speak up.
- You must not engage with the media on behalf of the company without disclosure clearance from the Managing Partner.
- You must not use personal social media accounts for disclosing confidential business information or other business purposes.

Our Locations

www.nangia.com | query@nangia.com

NOIDA

(Delhi NCR - Corporate Office)
A-109, Sector 136,
Noida - 201304
T: +91 120 2598000

DELHI

(Registered Office)
B-27, Soami Nagar,
New Delhi-110017, India
T: +91 120 2598000

GURUGRAM

812-814, Tower B, Emaar Digital
Greens Sector 61
Gurugram, Haryana, 122102
T: +0124-4301551/1552/1554

PUNE

Office number 3, 1st Floor, Aditya
Centeegra, Fergusson College
Road, Next to Mantri House,
Pune – 411004, India

BENGALURU

Embassy Square, #306, 3rd Floor, 148
Infantry Road Bengaluru,
Karnataka 560001
T: +91 80 2228 0999

CHENNAI

Prestige Palladium Bayan, Level 5,
129-140, Greams Road, Thousand
Lights, Chennai 600006
T: +91-44-40509200

MUMBAI

11th Floor, B Wing, Peninsula
Business Park, Ganpatrao
Kadam Marg, Lower Parel,
Mumbai 400013, India
T: +91 22 61737000

DEHRADUN

First Floor, "IDA" 46 E. C. Road,
Dehradun – 248001, Uttarakhand.
T: +91 135 271 6300/301/302/303



Thank you

We expect everyone who works at Nangia & co. LLP to behave in accordance with the principles contained in the Code of Conduct. If you do not understand the principles contained within the Code, or are not sure how to apply them, you should consult with an appropriately qualified colleague to get your questions answered.

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