

Corporate Social Responsibility Policy



Corporate Social Responsibility (CSR) means and **includes**, but is not limited to:

(i) Project or programs relating to activities specified in Schedule VII to the Companies Act, 2013 (the Act): or

(ii) Project or programs relating to activities undertaken by the Board of Directors of a Company (Board) in pursuance of recommendations of the CSR Committee of the Board as per declared CSR Policy of the company subject to the condition that such policy will cover subjects enumerated in Schedule VII of the Act.

Objectives

To conduct its business in a socially responsible, ethical and environment friendly manner and to continuously work towards improving quality of life of the communities of its operational areas.

To give something back to the society in consideration of their co-operation for the Company.

CSR Committee

A Corporate Social Responsibility Committee (“the CSR Committee”) has been constituted by the Board of Directors to oversee the CSR agenda of the Company. The committee has been formed as per the requirements of Section 135 of the Companies Act, 2013 and Companies (Corporate Social Responsibility Policy) Rules, 2014.

Board of Directors shall be empowered to take decision for making or effecting changes in the constitution of the CSR Committee.

The composition of CSR Committee shall be disclosed in the Board of Directors’ Report.

Meetings of CSR Committee

The CSR Committee shall meet at least once in six months. The meeting shall be held either at the registered office of the company or any other place, as may be decided by the members.

Physical presence of a minimum of two members of the committee shall constitute the quorum.

Notice of Meeting

At least three days advance notice of every meeting, specifying the day, place and timing of Meeting and the general nature of the business to be transacted there at shall be given to the members. In urgency, a meeting may be convened by shorter notice.

Terms of reference of the CSR Committee

Key terms of reference of the CSR Committee:

- Formulate and recommend to the Board, a CSR Policy mentioning projects or programs relating to the activities specified in Schedule VII to the Companies Act, 2013
- Recommend the amount of expenditure to be incurred on the activities indicated in CSR Policy.
- Monitoring of CSR activities which will involve monitoring of both activities as well as amount spent/ unutilised vis- a-vis CSR policy.

Mode to undertake CSR activities

The Company will implement its CSR activities, approved by the CSR Committee, through the following modes:

- a) Company's personnel
- b) a registered trust or a registered society; the Trust or society is created exclusively for undertaking CSR activities and shall have an established track record of three years in undertaking similar programs or projects.
- c) collaborate with other Companies for the efficient and better achievement of objects
- d) such other entity, agency approved by the Committee to collaborate with other companies.

Focus Areas

Some of the initial list of focus areas that the company seeks to concentrate on are as follows:

- (i) contributing to eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation including contribution to the Swachh Bharat Kosh set-up by the Central Government for the promotion of sanitation”and making available safe drinking water;
- (ii) promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects;
- (iii) promoting gender equality, empowering women, setting up homes and hostels for women and orphans; setting up old age homes, day care centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups;
- (iv) ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agro-forestry, conservation of natural resources and maintaining quality of soil, air and water including contribution to the Clean Ganga Fund setup by the Central Government for rejuvenation of river Ganga;
- (v) protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art; setting up public libraries; promotion and development of traditional arts and handicrafts;
- (vi) measures for the benefit of armed forces veterans, war widows and their dependents;
- (vii) training to promote rural sports, nationally recognised sports, paralympic sports and Olympic sports;
- (viii) contribution to the Prime Minister's National Relief Fund or any other-fund set up by the Central Government for socio-economic

development and relief and welfare of the Scheduled Castes,. the Scheduled Tribes, other backward classes, minorities and women;

- (ix) contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government;
- (x) rural development projects;
- (xi) Slum Area Development.
- (xii) Any other areas of CSR or local area development programme given in the detail project report or final environment impact assessment or environment management plan (EMP)

The following activities shall not form part of the CSR activities of the Company:

1. The activities undertaken in the normal course of the business of the Company;
2. CSR activities that benefit the employees of the Company and their families;
3. Any contribution directly /indirectly to political party or any funds directed towards political parties or political causes;
4. Expenditure on item/s not in conformity with Schedule VII of the Companies Act 2013.

Monitoring

At the end of each financial year, the Committee will submit its report to the Board disclosing inter-alia the following:

- Projects or programs undertaken
- Amount spent on the Projects / programs
- If the amount spent is less than the minimum proposed to be spent by the Committee, then the reason / justification of amount less spent.

CSR expenditure

The Company shall endeavour to spend at least **2% of the average net profits** during the preceding 3 financial years, on CSR activities approved by the Committee from time to time.

Any surplus arising from the CSR programmes shall not form part of the business profits of the Company.

Amendments to the CSR Policy

CSR Policy may be updated to align it with the changing requirement or changes in the legal and regulatory framework. Any revision in the Policy shall be approved by the Board of Directors.
