

## **CORPORATE SOCIAL RESPONSIBILITY POLICY (CSR Policy)**

**“Corporate Social Responsibility” (CSR)** is a way of conducting business, by which corporate entities visibly contribute to the social good. The essence of CSR is to integrate economic, environmental and social objectives with the company’s operations and growth. CSR is the process by which an organization thinks about and evolves its relationships with society for the common good and demonstrate its commitment by giving back to the society for the resources it used to flourish by adoption of appropriate business processes and strategies. In its endeavors to mutually achieve the said objective, the Act stipulates the provisions regarding mandatory adherence to the Corporate Social Responsibility practices by the prescribed companies.

### **OBJECTIVES OF THE POLICY**

- To lay down the guidelines for the company to evolve its relationship with society by way of social and economic contribution and by giving back to the society for the resources it used to flourish by adoption of appropriate business processes and strategies.
- To fulfil the directive of the Act enjoining prescribed companies to develop and implement a CSR policy specifying the activities to be undertaken by the Company.
- To prepare list of activities, programmes and projects to be undertaken during the implementation year, specifying modalities of execution and implementation schedules for the same.

### **DEFINITIONS**

**(A) Act:** The Act means Companies Act, 2013.

**(B) Corporate Social Responsibility:** It means Corporate Social Responsibility (CSR) as prescribed under Section 135 of the Companies Act, 2013.

**(C) CSR Activity:** It means and includes but is not limited to:-

- i. Projects or programmes relating to activities specified in Schedule VII to the Act;
- ii. Projects or programmes relating to activities undertaken by the Board of Directors of a company (the Board) in pursuance of recommendations of the CSR Committee of the Board in the manner prescribed in the CSR policy. It is pertinent to mention that any activity which is undertaken exclusively for the benefit of employees of the company or their family members shall not be considered.

**(D) CSR Committee:** It means the CSR Committee of the Board of Directors formed under section 135 of the Act.

**(E) Net profit:**

It shall mean the net profit as defined in the Companies (Corporate Social Responsibility Policy) Rules, 2014.

**(F) Average Net profit:**

It shall be calculated in accordance with the provisions of Section 198 of the Companies Act, 2013.

**CSR activities**

The poor and needy sections of the society living in different parts of India would be considered as per the recommendations of the CSR Committee. The areas where the company shall extend its CSR activities shall be as follows:

- I. Child rights and Child Development
- II. Empowerment of women
- III. Education Facilities, Infrastructures and programmes
- IV. Health Facilities , Infrastructures and programmes
- V. Development and Welfare Divyangjan-People with Disabilities (PwDs).
- VI. Welfare and Empowerment of Old Aged Persons.
- VII. Environment Conservation and Protection
- VIII. Liquid and Solid waste Management
- IX. Livelihood upliftment, Skill Development and Employment Generation.
- X. General Social Development, Empowerment and Welfare Objectives

The list is an illustrative list and not exhaustive. The Board of Directors of the company may on the recommendation of the CSR Committee undertake any CSR activity apart from the list but within the scope of the activities mentioned in Schedule VII of the Act.

**COMPLIANCE, MONITORING AND REPORTING**

Compliance with this policy will be continuously monitored by the CSR Committee at its meeting(s), subject to annual review by the Board of Directors.

The Contents of this policy shall be disclosed in the Board report and placed on the Company's website. Compliance will be reported to stakeholders through the Company's Annual Report.

The Board shall ensure spending of allocated amount on CSR activities and report the status in its annual report, also specify the reasons of non spending of the allocated amount, if any.

The members of the CSR committee shall be appointed or removed by the Board of Directors by way of Resolution. The Managing Director of the Company shall be the Chairman of the Committee and in his absence any other member of the CSR Committee shall preside over the meeting(s) of the CSR Committee. Company Secretary shall be the Secretary of the CSR Committee. The minutes of CSR committee meetings shall be placed before the Board meeting.

**Functions of the CSR Committee:**

The CSR committee shall function within following areas:

- a) To formulate and recommend to the Board, the Corporate Social Responsibility Policy indicating the activities to be undertaken by the company as specified in the policy;
- b) To recommend the amount of expenditure to be incurred on the activities referred to in clause (a); and
- c) To monitor the Corporate Social Responsibility Policy from time to time.

**Budget**

Mandatory annual spending on CSR Activities in any particular financial year shall be “2% of the average of the annual net profit of the preceding three financial years.”

The corpus of the CSR activity would include the following amounts:

- a) 2% of the average net profits,
- b) any income arising therefrom, and
- c) surplus arising out of CSR activities.

The surplus arising out of the CSR activity will not be part of business profits of the company.

**Implementation**

Recommendations of the CSR activities in any locations and budget allocations thereof shall be sent to the Secretary of the CSR Committee, who shall place the same before the Committee in its meeting. The CSR committee shall, if consider fit, recommend such activity and amount to be spent on such activity to the Board for its approval.