

Corporate Social Responsibility Policy

Preface:

The Company understands its responsibility towards the society in which it operates and is initiating small but significant steps in bringing positive changes in the environment for sustainable development taking into consideration the interests of various stakeholders. With the rapidly changing corporate environment, more functional autonomy, operational freedom etc., the Company has adopted CSR policy ("Policy") as a strategic tool for sustainable growth. For the Company in the present context, CSR policy adopted by the Company is not just a tool of investment of funds for Social Activity but is also an effort to integrate Business processes with Social processes.

With the advent of Companies Act, 2013 constitution of Corporate Social Responsibility Committee of the Board and formulation of Corporate Social Responsibility Policy became a mandatory requirement. Therefore, the Company has formulated a robust CSR Policy which encompasses its philosophy and guides its sustained efforts for undertaking and supporting socially useful programs for the welfare & Sustainable development of the society.

CSR Vision:

Improve Quality of life for all our communities through integrated and Sustainable Development.

Constitution of Corporate Social Responsibility Committee:

Keeping in line with section 135 of the Companies Act, 2013 (hereinafter referred to as 'the Act'), the Board of Directors of the Company has formed Corporate Social Responsibility Committee (hereinafter referred to as the 'CSR Committee'), to inter alia, carry out the following functions:

1. To review, formulate and recommend to the Board a CSR Policy which shall indicate the activities to be undertaken by the Company specified in Schedule VII of the Companies Act, 2013 and Rules made thereunder;
2. To provide guidance on various CSR activities and recommend the amount of expenditure to be incurred on the activities;
3. To monitor the CSR Policy from time to time and may seek outside agency advice, if necessary.

Scope of activities:

1. Eradicating hunger, poverty and malnutrition, promoting preventive health care and sanitation and making available safe drinking water which may include following:
 - Distribution of fruits, food pack, etc. amongst the poor and needy people
 - Distribution of useful cloths to the poor people
 - Health awareness campaign on serious/chronic diseases
 - Organizing periodic health camps
 - Offering specialized support services to the physically handicapped and mentally challenged people
 - Provide safe drinking water by sinking bore wells, tube wells, establishment of water treatment plants, etc

- Promotion of sanitation through proper drainage system and construction of toilets
 - Assistance for establishment of hospitals/medical colleges etc.
 - Installation/repair of hand pumps
 - Digging/renovation of wells
 - Gainful utilization of waste water from underground for cultivation or any other purpose
 - Development/construction of water tank/ponds
 - Rain water harvesting
 - Formation of a task force of volunteers to educate people regarding proper drinking water
 - Empowerment to the villagers for maintenance of the above facilities for availability of water
2. Promoting any kind of education including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects which may include following:
- Support special education especially organ donations relating increasing awareness about organ donation and broadening mindsets of people and any such other special education
 - Construction/repair of school building & facilities including boundary walls, separate toilets for boys & girls, parking and provision of drinking water
 - Provision of uniform, books, stationery, computer, laboratory equipments, etc. to schools
 - Promoter computer literacy and technology assisted learning
 - To promote technical/professional /medical education by giving financial assistance/opening institutions through organizations/infrastructural support
 - Support to technical/vocational institutions for their self-development
 - Academic education by way of financial assistance to Primary, Middle and Higher Secondary Schools
 - Adult literacy especially amongst those belonging to Below Poverty Line
 - Awareness programmes on girl education
 - Special attention on education, training and rehabilitation of mentally & physically challenged children/persons
 - Promotion of professional education by setting up educational institutions offering courses in Engineering, Nursing, Management, Medicine and in Technical subjects, etc.
 - Provide fees for a period of one year or more to the poor and meritorious, preferably girl students of the school in the operational area of the Company to enable them to get uninterrupted education
 - Providing such education to the children of laborers who worked at the project site.
3. 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 which may include following:
- Savings provided the entry point for poor women to come together through a Self-Help mechanism.
 - Economic and Social Empowerment of Women activities including but not limited to develop skills through appropriate training; education and vocational training, health & nutrition; encourage capacity building to enhance income opportunities; to improve reproductive health through awareness-building;

- Gender Rights, Gender Based Violence and Law Enforcement
 - Empowerment of Vulnerable and Marginalized Groups and Women in Difficult Circumstances and to provide financial or other support to women of particular section of society;
4. Ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agro forestry, conservation of natural resources and maintain quality of soil, air and water which may include following:
 - Plantation and maintenance of saplings producing fruits or flowers
 - organizing sensitizing programmes on environment management and pollution control
 - Spreading awareness on noise pollution, air pollution, green evolution and other environmental concerns
 - Afforestation, social forestry, check dams, park
 - development of jobs related to agro product i.e. dairy/poultry/farming and others
 - Animal Care
 5. Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports which may include following:
 - promotion of sports and cultural activities for participation in state and national level;
 - Promotion/development of sports activities by conducting tournaments like cricket, football, kabaddi and khokho etc.;
 - providing sports materials to the schools and institution which could not afford the same;
 - providing sponsorship for encouraging sports.
 6. Protection of national heritage, art and culture including restoration of building and sites of historical importance and works of art; setting up public libraries; promotion and development of traditional arts and handicrafts including sponsorship or other assistance
 7. measure for the benefit of armed forces veterans, war widows and their dependents;
 8. 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 funds for the welfare of the Scheduled Castes, the Scheduled Tribes, other backward classes, minorities and women;
 9. contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government;
 10. Rural development projects.

The above list is illustrative and not exhaustive. The Corporate Social Responsibility Committee shall be authorized to consider CSR activities not falling in this list above or any activities which is required for furtherance or supporting of any of the above including providing of infrastructure facilities, etc. The activities will be specific depending on the need assessed for the people. All activities under CSR activities should be environment friendly and socially acceptable to the local people and society.

Budget:

1. Each year budget for CSR activities shall be as decided by the Board on the recommendation of CSR Committee.
2. The actual budget shall be such that the Company spends at least 2% of the average net profits of the Company made during the three immediately preceding financial years.
3. The actual budget shall be based on CSR programmes planned and approved for that year. However, the Company may contribute the amount in the long term projects or

planned, if any, and spend the amount over a period of time provided the Company has set aside the said amount in a separate bank account.

4. The total budgeted amount for the year shall be distributed on projects as a percentile or fixed amount as may be decided by the Board.

Guidelines for Consideration of Proposals and Allotment of Funds for CSR Projects & Activities:

1. Individual proposals have to be within the framework of the CSR Policy.
2. Every CSR proposal has to be projectized. This involves defining activities, time frame, financial requirement, organizational responsibilities, outcome / expected results and sustainable aspects. The CSR department will evaluate the proposals and give its recommendations.
3. Appropriate financial powers shall be delegated to the CSR Committee for sanctioning the project and timely execution.
4. The releasing of funds in phased manner shall be clearly defined in the proposal to ensure proper utilization and submission of periodical progress reports.
5. Project proposals can be prepared by the Company on its own or through a consultant as may be necessary. The CSR Projects prepared by State/District Authorities or Local Bodies or reputed NGOs within the purview of CSR Policy may also be considered for implementation with the approval of Committee. However, such projects submitted by NGOs shall be approved only after verification of their credentials, capability and preparedness to work in the specified locations.

Duties and Responsibilities:

- i. The CSR Committee shall monitor the implementation of the CSR Policy and CSR plan. For this purpose, the CSR Committees shall meet as and where required for the said purpose.
- ii. In discharge of CSR functions of the Company, the CSR Committee shall be directly responsible to the Board for any act that may be required to be done by the CSR Committee in furtherance of its statutory obligations, or as required by the Board.
- iii. The CSR Committee shall place before the board every year a responsibility statement of the CSR Committee that the implementation and monitoring of CSR Policy, is in compliance with CSR objectives and policy of the Company for inclusion in the Board's Report.
- iv. The CSR Committee shall ensure that the CSR policy is displayed on the Company's Website.

General:

- All administrative expenses including expenditure on wages & salaries, tours and travels, training & development of personnel deputed on CSR activities would be borne from CSR funds.
- The Competent Authority to take decision on sanctioning works /allocation of funds for CSR and appointing authorized agencies for implementing Projects / Activities shall be as specified in the delegation of powers approved by the CSR Committee / Board of Directors.
- If it is observed that any CSR activity taken up for implementation is found not properly implemented, the Company at its discretion may discontinue funding the project at any time during the course of implementation.

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- On advice of CSR Committee, selected Project may be taken up for evaluation through an outside Agency.
- The CSR Committee shall be empowered to recommend any amendment or modification to this policy and such recommendation shall be placed before the Board for approval.