



## **Corporate Social Responsibility Policy**

As a socially responsible corporate, we recognise that we must integrate our business values and operations to meet the expectations of our customers, employees, investors, suppliers etc. and at the same time we recognise our social, economic and environmental responsibilities towards the society.

We aim to demonstrate these responsibilities through our policies and actions.

With this intent we have incorporated this policy document and for its successful implementation has established a Corporate Social Responsibility (CSR) Committee. The responsibility for our performance on this policy rests with following members of the CSR Committee –

- (i) Mrs. Ramesh Kumari Bhardwaj (Director) – Chairperson
- (ii) Mr. Hitesh Bhardwaj (Director) - Member
- (iii) Mrs. Nistha Bhardwaj (Director) – Member

### **Our focus areas will be:-**

At the discretion of the CSR Committee, Company will work in one or more of the following areas –

- to promote and support the development of the students who are good in sports (including the rural sports, nationally recognised sports) but due to financial constraints could not get proper training facility and necessary support.
- to work for the promotion of education, employment enhancing vocation skills etc.
- to work towards gender equality, empowering women and other activities relating to this goal.
- to encourage all our associates to adopt responsible business policies and practices
- to encourage dialogue with local communities for mutual benefit
- to support and encourage our employees and associates to help local community organisations and activities in our region
- to develop environmental policies and objectives as part of the business planning cycle and their effective implementation
- to donate funds to the PM Relief funds, any charitable organisation or for any assignment or activities towards social causes.

### **Our Scheme :-**

In terms of Section 135 of the Companies Act, 2013 and the Rules made thereunder, Company will contribute the stipulated portions of the annual profit to be decided in the meeting of

Board of Directors of the Company and said funds shall be utilized towards the achievement of the objectives either mentioned in this policy or any other social purpose as may be decided by Committee members from time to time.

**Governing rules of CSR Committee :-**

- The member of the Committee may meet together for conducting business and adjourn and otherwise regulate their meetings and proceedings, as they may think fit. Two members present in person shall form quorum of the meeting.
- All matters considered at the meeting of the Committee shall be decided by majority.
- Further Company undertakes to ratify all the decisions and action taken by the Committee members.
- The members of the CSR Committee by its decision taken by majority of the members may at any time, alter, vary or amend any of the provision of this Policy with consent of the Company.
- The Committee members shall have power to appoint or to employ any person or persons to do any legal, accountancy or other work which they may consider necessary or expedient in connection with the management of the CSR or of the funds thereof.
- A Committee member may retire at any time on serving 7 day's notice in writing and in case the Committee member ceases to be director of the Company then as soon as he / she will vacate the office of Director of the Company then simultaneously will cease to be the Committee member.
- Proper accounting records of the CSR scheme shall be maintained and shall contain such particulars of all financial transactions of the scheme and be in such form as the Committee members shall think proper and as required by law.
- The members of the CSR Committee shall not, at any time, be made liable for the failure of any or for the dishonesty of any clerk or servant or attorney or other person who how so ever be related to the functioning of the Committee or be liable for any acts or defaults other than their own immediate and willful, acts, deeds and defaults.
- The members of the CSR Committee shall be entitled to be indemnified by the Company against all proceedings, costs and expenses occasioned by any claims in connection with this Committee and not arising from their willful negligence or dishonesty.
- The surplus arising out of the CSR projects or programs or activities shall not form part of the business profit of the Company.
  
- The Board may decide to undertake its CSR activities approved by the CSR Committee, through:
  - (a) Company established under Section 8 of the Act or a registered trust or a registered society, established by the Company, either singly or along with any other Company, or
  
  - (b) Company established under Section 8 of the Act or a registered trust or a registered society, established by the Central Government or State Government or any entity established under an Act of Parliament or a State legislature.

### Our Initiatives towards CSR activities

Our Company has already spent money on CSR activities as per details mentioned below –

1. Rs. 51,000 (Fifty One Thousand Only) in favour of Palam Sports Club on 4th August 2015.
2. Rs. 12,00,000/- (Rupees Twelve Lacs only) in favour of Indraprastha Global Educational and Research Foundation on 10<sup>th</sup> March 2016
3. Rs. 10,00,000 ( Rupees Ten lakhs Only)in favour of M/s Anil Kumar Ojha Memorial Education Trust, NGO,Uttar Pradesh on 1<sup>st</sup> July, 2016