

# **CORPORATE SOCIAL RESPONSIBILITY**

## **POLICY OF**

### **KOKUYO CAMLIN LIMITED**

## **CORPORATE SOCIAL RESPONSIBILITY POLICY**

### **Philosophy:**

The Company believes it has a duty and responsibility towards the country and society that has enabled the Company to scale great heights. The Company also encourages its staff members to actively follow, understand and contribute to social causes, to remove indisputable social and developmental lacunae and to promote self and community development.

With the advent of the Companies Act, 2013, constitution of a Corporate Social Responsibility (**CSR**) Committee of the Board and formulation of a Corporate Social Responsibility Policy became a mandatory requirement. Therefore, the Company seeks to formulate 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.

### **Role of the Board:**

Kokuyo Camlin Limited (**KCL**) being governed by the rules of the Companies Act, our CSR policy and programs are aligned with section 135 of the Companies Act, 2013.

The KCL board shall constitute a CSR committee consisting of three or more Directors out of which at least one Director shall be an Independent Director as mandated by the Act.

The Board shall additionally oversee the below:-

- a) After taking into account the recommendations made by the CSR Committee (as constituted above), approve the CSR Policy for the Company and disclose the contents of such Policy in its report and also upload it on the company's website - [www.kokuyocamlin.com](http://www.kokuyocamlin.com) , in such manner as may be prescribed;
- b) Ensure that the activities included in the CSR Policy are in compliance with the activities specified in Schedule VII of the Act;
- c) Ensure that the activities as are included in CSR Policy of the Company are undertaken by the Company; and
- d) If the Company fails to spend the said amount, disclose reasons for not spending such amount, in its report under clause (o) of sub - section (3) of Section 134, of The Companies Act, 2013.

### **CSR Activities:**

The Company's CSR Policy would encompass all the activities listed under Schedule VII of the Companies Act, 2013 (Annexure A). However, at present the Company

proposes to undertake the relevant activities on priority basis in the following focused areas:

1. Promoting health care including preventive health care and sanitation including undertaking of activities related to the Government's Swachh Bharat Abhiyaan programs & contribution to the Swachh Bharat Kosh set-up by the Central Government for promotion of sanitation and making available safe drinking water;
2. Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled, and livelihood enhancement projects;
3. Protection of national heritage, art and culture including restoration of buildings and sights of historical importance and works of art; setting up public libraries; promotion and development of traditional arts and handicrafts;
4. Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports;
5. 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;
6. Rural development projects;
7. Disaster management including relief, rehabilitation and reconstruction activities.

The above focus areas may be re-aligned and new focus areas incorporated, as and when deemed necessary, by the Company's CSR Committee.

The individual CSR activities undertaken should preferably be in the regime/ State of the Company's offices and factory locations across the country and not more than 80% of the available funds for the corresponding FY should be allocated for any one project so as to ensure equitable distribution and utilization of funds.

**Scope:**

The Company may carry out CSR activities implemented by the company

1. On its own directly or;
2. Indirectly through any external agency means any Section 8 Company, or a registered Public trust /registered society/NGO/institution established by the Company or Central/State Government or established under an Act of Parliament or State Legislature performing social service for the benefit of the

society provided the agency has an established track record of at least three years for undertaking such programs.

3. The company may collaborate with other companies including its holding or subsidiary or associate companies for fulfilling its objectives through indirect method provided the CSR committee of respective companies is in a position to monitor such projects separately.

**\*CSR Committee:**

As per the requirements of recently enacted Companies Act, 2013 and rules framed thereunder, the Board of Directors at their meeting held on 31st January, 2014 constituted CSR Committee. The constitution of the Committee may be determined by the Board from time to time.

The mandate of the CSR Committee is essentially to :-

- a) Formulate and recommend to the Board of Directors,
  - the CSR policy
  - Expenditure on CSR activities
  - CSR Projects to be undertaken by the Company
- b) recommend CSR projects, which are in line with the activities specified in Schedule VII, to be undertaken by the Company.
- c) to monitor CSR Policy from time to time and to institute a transparent Monitoring Mechanism for monitoring the implementation of the CSR projects or programs or activities undertaken by the Company.
- d) Any other matter as the CSR committee may deem appropriate after approval of the board of Directors or as may be directed by the board of directors from time to time.

The CSR Committee shall, on an annual basis, furnish a statement that the implementation and monitoring of CSR Policy, is in compliance with CSR objectives and Policy of KCL.

**CSR Coordination and Implementation:**

A Senior level officer/executive shall be appointed as a coordinator for the purpose of implementation of CSR activities of the Company.

**\*Monitoring of CSR projects or programs or activities:**

The CSR Committee will review the progress on the CSR initiatives and discuss the budgetary utilization. The CSR Committee will present the progress to the Board as part of the regular board meetings.

### **CSR Funds:**

The corpus for the purpose of carrying on the aforesaid activities would include the followings:

- 2% of the average Net Profit made by the Company during immediately preceding three Financial Years.
- any income arising there from.
- surplus arising out of CSR activities carried out by the company and such surplus will not be part of business profit of the company.

### **Disclosure in Annual report:**

The format for the "Annual Report on CSR Activities" to be included in the Board's Report and to be displayed on the company's website [www.kokuyocamlin.com](http://www.kokuyocamlin.com) shall be as follows or as prescribed under the Companies Act, 2013 (as amended from time to time):

1. A brief outline of the Company's CSR policy, including overview of the projects or program proposed to be undertaken and a reference to the web-link to the CSR policy and projects or programs.
2. The Composition of the CSR Committee.
3. Average net profit of the company for the last three financial years.
4. Prescribed CSR Expenditure (two percent of the amount as in item 3 above).
5. Surplus arising out of the CSR projects or programmes or activities of previous financial year.
6. Amount required to be set-off for the previous financial year, if any.
7. Total CSR obligation for the financial year.
8. Details of the CSR spent during the financial year:
  - a) Total Amount to be spent on CSR projects (ongoing and other than ongoing) for the financial year including amount spent on administrative overheads and impact assessment;
  - b) Amount unspent, if any;
  - c) Excess amount for set off, if any.
  - d) Manner in which the amount is spent during the financial year in a prescribed format.
9. Whether any capital assets have been created or acquired through CSR amount spent during the financial year.

In case the company is unable to spend the two percent of the average net profit for the last three financial years or any part thereof, the company shall provide the reasons for not spending the amount in the Board's report.

A Responsibility statement of the CSR Committee that the implementation and the monitoring of the CSR Policy, is in compliance with the CSR objectives and the Policy of the Company.

### **Amendments to CSR Policy**

The CSR Committee shall review this CSR Policy on a periodic basis and shall update it as necessary or appropriate (subject to approval by the Board, if applicable) to ensure that it reflects CSR Requirements as well as the current interests of the Company and relevant stakeholders.

**List of approved CSR projects for the financial year 2024-25**

<b>Sr. No.</b>	<b>Name of Project</b>	<b>Item from the list of Schedule VII</b>	<b>Local Area (Yes/No)</b>	<b>Location of the Project</b>	<b>Mode of Implementation Direct (Yes/No)</b>
1.	K. C. Mahindra Foundation – Project Nanhi Kali  (Supports the education of underprivileged girls in India)	Promoting Education	Yes	Maharashtra	Yes
2.	Stem Learning Pvt. Ltd., Mini Science Centre for Schools at Tarapur, Patalganga, Sangli and Samba)	Promoting Education	Yes	Maharashtra and Jammu	No
3.	Shaurya Krida Krishi Pratishthan (Shrimant Bajirao Peshwa Sainik School, Solapur),  Installation of RO water plant for making safe drinking water available at school	Making available safe drinking water	Yes	Maharashtra	Yes