

# Policy on Corporate Social Responsibility

## Redington's approach to CSR

*"Create Value, Profit will follow"*

Every organisation has the right to exist in a society. Associated with the right, is the duty to build both social and environmental capital that transcends business interests and helps build a better and more sustainable way of life for the less privileged members of our community.

Redington's business guiding principle is "Create Value and the Profits will follow". It believes that creation and maximization of value to the 'expanded stakeholders' is paramount, ensuring that growth can be both inclusive and equitable. The Company is committed to improving the quality of life of the underprivileged and disadvantaged sections of the local community as well as society at large.

## Objective of policy

This policy has been developed with an aim to lay down guidelines for the Company to undertake, implement and monitor various projects and programs that ensures sustainable development of the community within which it exists.

## Applicability

Redington (India) Limited's (hereby referred to as the Company) CSR policy has been developed in consonance with Section 135 of the Companies Act 2013 (referred to as the Act in this policy) on CSR and in accordance with the CSR rules (hereby referred to as the Rules) notified by the Ministry of Corporate Affairs, Government of India in 2014.

The Policy shall apply to all CSR projects/programmes undertaken by the Company in India as per Schedule VII of the Act.

## CSR committee

The Board of Directors of the Company has formed a three-member committee, comprising of Mr. V. S. Hariharan, Mr. Keith WF Bradley and Mr. B. Ramaratnam, Independent Directors of the Company. The Committee, as mandated under Section 135 (3) of the Companies Act, 2013, shall

(a) Formulate and recommend to the Board, a Corporate Social Responsibility Policy which shall indicate the activities to be undertaken by the Company as specified in Schedule VII;

(b) Recommend the amount of expenditure to be incurred on the activities referred to in Section (a); and

(c) Monitor the Corporate Social Responsibility Policy of the Company from time to time

## CSR activities

The Company shall upon the recommendation of its CSR Committee and with necessary approval of the Board, can undertake any activities which are defined in Schedule VII of the Companies Act 2013 as part of its corporate social responsibility initiatives.

### Core Activities

#### Education : Category : Companies Act, 2013 – Schedule VII (ii) Promoting Education

- ☐ To bridge the digital divide between the 'haves' and 'have not's in educational infrastructure and facilities, by donating High end Lab equipment, Projector, Laptop, etc.
- ☐ To teach moral education through technical means
- ☐ To eradicate poverty as a hindrance for education, by providing free education and donation of books to Public Libraries
- ☐ To hone the Employability skills through organizing for skill development Programmes and employee motivation programmes

#### Health : Category : Companies Act, 2013 – Schedule VII (i) promoting preventive health care

- ☐ To provide health care facilities at remote places
- ☐ To enhance the health care facilities in existing hospitals
- ☐ To encourage Employees to advocate the benefits of organ donation and its positive impact on the society as the whole
- ☐ To organize and participate in blood donation campaigns every year across its divisions and offices through tie – up with hospitals.
- ☐ To conduct events and expos to make awareness of Health care.

**Environment: Category: Companies Act, 2013 – Schedule VII (iv) ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agroforestry, conservation of natural resources and maintaining quality of soil, air and water**

- ☐ To advocate usage of alternate energy and promote energy saving initiatives, by installing solar Panels and replacing existing electronic appliances with energy efficient ones.
- ☐ To preserve and conserve water bodies and to improve water table by promoting rain water harvesting and cleaning of river, ponds, lakes, streams

**Art & Culture: Category: Companies Act, 2013 – Schedule VII (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**

- ☐ To conduct yoga classes for the diseased patients for mental relief
- ☐ To conduct classic dance and music classes for the students from rural areas
- ☐ To donate to institutions promoting art and culture
- ☐ To conduct drawing and painting classes for destitute children

#### Resources & Allocation of Funds

For carrying out the CSR activities through implementation of various project and programmes, the Company shall allocate an Annual Budget.

The Committee shall annually decide the expenditure to be incurred on identified Areas, for undertaking CSR activities. The expenditure towards CSR activities includes all expenditure including contribution to corpus for projects and programmes relating to CSR on the recommendation of Committee.

On the recommendation of the Committee, from the CSR Corpus, the Company can spend on training and building CSR capacities of its personnel as well as those of their implementing agencies through institutions with established track records at least three financial years but such expenditure shall not exceed 5 % of the total CSR expenditure of the Company in one financial year.

Any income arising out of the CSR projects/ programmes/activities shall be ploughed back for further CSR activities.

## Identification and Implementation of CSR projects / programmes

In order to implement the approved CSR projects , the Company can carry out through NGOs, Trusts, Self-Help Groups, Govt./ Semi- Govt./ Autonomous Organisations, Educational Institutions, Professional Consultancy Organisations, Registered Voluntary Organisations, or any other appropriate agency/ authorities.

The Company can implement the recommended CSR projects in partnership / collaboration with its Indian Subsidiaries. It shall also explore the possibility of collaboration with similar corporate organisations/companies for undertaking CSR projects, programs or activities in such a manner that the CSR Committees of respective companies are in a position to report separately on such projects or programs or activities.

The time period/duration over which a particular programme will be spread, will depend on its nature, extent of coverage and the intended impact of the programme.

The Committee can form a steering committee which shall

- (i) Create decision packages for choosing the projects
- (ii) Identify the projects (covered within the scope approved by the Board/Committee in which money can be spent
- (iii) Assess the cost and benefits arise out of the projects
- (iv) Rank the projects based on their benefits

The CSR committee would assess further on the viability of the project and its relative benefits to the society and recommend the same to the Board for its approval for implementation. While identifying and recommending the projects, the Committee must define:

- (i) Objective of each project – The objectives should be within the scope of the policy.
- (ii) Costs and Expenses – Should be within the allocated budget
- (iii) Implementation schedules- Timelines for milestones of the Project will need to be prescribed
- (iv) Responsibility Structure – The Roles, Responsibilities and authorities of the stakeholders involved in the project

The Company will encourage and recognize its employees for volunteering with the spirit of serving and sharing with the community.

The Company shall endeavor to increase employee participation at all levels in the Organization, by encouraging employees to participate in the Company's CSR activities.

## Monitoring

Monitoring and evaluation is an essential part of any CSR initiative, which help businesses in enhancing their CSR programs. The committee shall periodically review the progress of the Projects. It can require the Company to prepare separate income and expenditure for the projects undertaken and review the same.