

<b>CORPORATE SOCIAL RESPONSIBILITY POLICY</b>	<b>Date Revised On</b>	October 01, 2014 September 08, 2015 October 24, 2019	
<b>Division in Charge</b>	Business Operations Division	<b>Authorized entity or Person(s)</b>	Managing Director
<b>Applicable organization</b>	MCIND	<b>Total Pages</b>	6 pages (excluding cover pages)

<b>Table of Contents</b>	<b>Page</b>
DEFINITION	01
PURPOSE	01
OBJECTIVES	01/02
AREAS TO BE COVERED	02
SCOPE	02/04
IMPLEMENTATION	04
RESPONSIBILITY OF THE CSR COMMITTEE	04
FUNCTIONS OF CSR TEAM/ INSTITUTIONAL MANAGEMENT	05
MONITORING	05
SOURCE OF FUNDS & BUDGET FOR THE YEAR	05/06
REFLECTION OF CSR ACTIVITIES	06
CONCLUSION	06

<b>Version</b>	<b>Revision Date</b>	<b>Summary of Revisions</b>
2	October 24, 2019	(a) Amendment in clause IV "Scope" under the head "Education" & "Water Supply including Drinking water"
1	September 08, 2015	(a) Modification in the CSR Committee

## **CORPORATE SOCIAL RESPONSIBILITY POLICY**

### **mitsui chemicals india private limited**

Mitsui Chemicals India Private Limited recognizes that an effective practice of CSR is required giving due consideration to the interests of its stakeholders including shareholders, customers, employees, suppliers, local communities and other organizations. Company has adopted CSR as a strategic tool for sustainable growth.

We therefore propose to constitute the CSR Committee in terms of Companies Act, 2013, as follows:

1. Managing Director, Mitsui Chemicals India Private Limited
2. Deputy Managing Director, Mitsui Chemicals India Private Limited
3. Managing Director, Mitsui Chemicals Asia Pacific, Ltd., Singapore

The above committee may consider the following to define the CSR Policy of the Company:

#### **DEFINITION:**

In this Policy the following terms shall have the following meanings:

- (a) "Corporate Citizen" means a Company's role and responsibilities towards society as a Citizen of the particular country.
- (b) "Global Compact Society" provides a forum for Indian companies and organizations to exchange experiences, network and work together on activities related to Corporate Social Responsibility (CSR)

#### **I. PURPOSE:**

To actively contribute to the social and economic development of the communities in which we operate. In doing so, build a better, sustainable way of life for the weaker sections of society and raise the country's human development index. The CSR Policy of MITSUI not only aims at investment and channelization of funds for Social activity but will also aim at integration of Business Processes with social activities.

#### **II. OBJECTIVES:**

The main objective of CSR policy is to lay down guidelines for the companies to make CSR a key business process for sustainable development for the Society. Company will act as a good Corporate Citizen, subscribing to the principles of Global Compact Society for implementation.

- To promote Education and Healthcare amongst the poor and needy.
- To promote gender equality.



- Ensure environmental sustainability by adopting best ecological practices and encouraging conservation/ judicious use of natural resources.
- Undertake proactive engagement with stakeholders to actively contribute to socio-economic development of community in which it operates.
- Create business value chain which is sustainable:
  - Environmentally;
  - Socially; and
  - Economically

### **III. AREAS TO BE COVERED:**

The poor & needy section of the Society living in different parts of India would normally be covered. The CSR programme will also cover the components for development of the Scheduled Castes (SC) & Scheduled Tribes (ST) population besides development components for the entire population.

### **IV. SCOPE:**

All projects shall be identified in a participatory manner, in consultation with the target community and gauging their basic needs. As specified under Schedule VII of Companies Act, 2013, the CSR focus area of MITSUI includes:

#### **• Education**

- Formal and non-formal education for adult, underprivileged and differently abled.
- Adult Literacy especially amongst belonging to Below Poverty Line (BPL).
- Merit scholarships and technical education for deserving students.
- Awareness programmes on Girl education.
- Academic education by way of financial assistance to Primary, Middle and Higher Secondary Schools.
- Any other activity for promoting education.

#### **• Water Supply including Drinking water**

- Installation/ Repair of Hand pumps/ Tube wells
- Renovation of wells
- Rain water harvesting scheme
- Construction of water Tank/ Ponds



- Empowerment to the villagers for maintenance of the above facilities for availability of water
- Installation of water coolers/aqua guard/RO etc. or other activities for making available safe drinking water.
- **Health care and family welfare**
  - Mobile clinics, doctors' visits
  - General medical health check-up camps
  - Blood donation camp
  - Family welfare
  - Senior citizen health care wellness clinics
  - Child & Mother care
  - Safe drinking water, sanitation
- **Environmental safety**
  - Organizing programmes on Environment Management & Pollution Control
  - Afforestation, Dams, park
  - Maintaining quality of air and water
  - Water harvesting promotion.
  - Animal care
- **Sports & Culture**
  - Training for sports
  - Providing sports materials for football, volleyball, hockey sticks etc by conducting to the needy and talented persons.
  - Possibility of providing facilities for physically handicapped persons may be explored.
  - Sponsorship of Cultural event to restore Indian Cultural Traditions & values.
- **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 welfare of Scheduled Castes (SC)/ Scheduled Tribes (ST)/ Other Backward Classes (OBC), minorities and women.

## **V. IMPLEMENTATION**

- The investment in CSR should be project based and for every project time framed periodic milestones should be finalized at the outset.
- Project activities identified under CSR are to be implemented by specialized agencies and generally not by staff of the organization. Specialized agencies could be made to work singly or in tandem with other agencies.
- Support a precautionary approach to environmental challenges.
- Undertake initiatives to promote greater environmental responsibility.
- Encourage the development & diffusion of environmental friendly technologies.
- Company should have specific activities to adopt mostly in their close vicinity of the projects extendable up to the affairs of the State to which it is belonging.

## **VI. RESPONSIBILITY OF THE CSR COMMITTEE:**

The CSR Committee of the Company will be responsible for:

- The approval of CSR Policy of the Company.
- Disclosing the content of the policy in its report and place the policy on the company's website in such a manner as prescribed under section 135 of the Companies Act, 2013 read with CSR Rules.
- Ensuring that the social projects included in the policy are undertaken by the company.
- Ensuring that the company gives preference to the local areas around its operations for spending the amount earmarked for the CSR Project.
- Ensuring that it specifies the reasons in its report for not spending the earmarked amount in case the company fails to spend such amount.
- Constitution of Core CSR team including the Division Head/ General Manager, Manager (Business Operations Division) and Secretary of the Company.



## VII. FUNCTIONS OF CSR TEAM/ INSTITUTIONAL ARRANGEMENT

- All proposals under CSR activity would be referred to the team, who will evaluate the Project report and submit its report to the CSR Committee constituted for the purpose for their examinations/ submission of report with necessary recommendation and based on the recommendation of the Committee, In charge of CSR Team shall accord its approval.
- CSR Team of Company would act as “NODAL” under the guidance of the Division Head/ General Manager would put up all cases to the Committee for consideration and recommendation of the Committee.
- The activities of the CSR team will involve the following:
  - Interact with the concerned departments to confirm the areas for undertaking activities under CSR and ensure to avoid duplicity of the job;
  - To decide the priority of the activities to be taken under CSR;
  - To interact with the CSR Implementing agencies for determining the activities to be undertaken;
  - The Committee will monitor and review the progress of activities undertaken/ completed.

## VIII. MONITORING

- At company level full time CSR team should be constituted, who will prepare and submit the Annual reports on CSR Activities of the Company.
- In every six months CSR Committee of the Company should review the implementation and progress of CSR Activities.
- Company shall include a separate section in the Annual report on the implementation of CSR activities including the facts relating to physical and financial progress.
- Cost benefit & justification includes the amount of financial involvement, detailed project report for which project appraisal have to be carried out by External Agencies/ Third party Agency.
- Utilization certificate with statement of expenditure duly certified by an Authorized Auditor will be submitted by the Organization/ Institution to whom CSR fund is allocated.

## IX. SOURCE OF FUNDS & BUDGET FOR THE YEAR:

The fund for the CSR should be allocated based on the net profits of the Company for the last three years. The CSR project should be fixed for each financial year.



This funding will not lapse. It will be transferred to CSR fund which will accumulate on year to year basis.

As per the provisions of the Companies Act 2013, based on the calculation of profit, a total amount as per Annexure may be spent on the approved activities by the CSR committee.

#### **X. REFLECTION OF CSR ACTIVITIES:**

Annual audit of all activities undertaken by the company would be done by the Auditor. The CSR activities will be reflected in the Annual report and accounts of the Company under the head "CSR". The committee constituted in the area will inspect all sites and reflect the same to CSR team for their information, record and further actions.

Company will review the Policy from time to time based on changing needs and aspirations of the target beneficiaries and make suitable modifications as may be necessary.

#### **XI. CONCLUSION**

In conclusion, the company will make its every best effort to comply with the CSR policy and contribute for the betterment & development of the society.

Prepared by:

*Bhawana*

**(Bhawana Tuli)**  
Company Secretary

Verified by:

*Krishan Kumar*

**(Krishan Kumar)**  
AGM, Business Operations Division

Approved by:

*Suraj Mohanram Arya*

**(Suraj Mohanram Arya) ★**  
Managing Director



**MITSUI CHEMICALS INDIA PRIVATE LIMITED**