



# Ratna Sagar P. Ltd.

an ISO 9001:2008 and 14001:2004 company ♦ CIN: U74899DL 1986PTC023532

REGISTERED OFFICE: Virat Bhawan, Commercial Complex, Mukherjee Nagar, Delhi 110009

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## CORPORATE SOCIAL RESPONSIBILITY POLICY

### CSR Philosophy

Contribution for social cause has always been in the policy of the company realizing that as a corporate it owes some responsibilities towards society and accordingly in past it was contributing towards social and charitable purposes by making appropriate contributions to charitable funds and other originations. In lack of any legal requirement, company was carrying such activities without any formal policy. CSR policy is now framed upon applicability of the Companies Act, 2013 so that CSR activities could be carried out in line with applicable statutory requirements.

### CSR Committee

Keeping in line with section 135 of the Companies Act, 2013 CSR Committee is constituted and comprises of the following board members:

- i. Dr. Dhanesh Kumar Jain
- ii. Mr. Rajender Jain
- iii. Mrs. Kusum Jain
- iv. Mr. Sugat Jain
- v. Mr. Ashok Mohan Zutshi

### Functions of CSR Committee

- a) Formulate and update CSR Policy, for approval by the Board of Directors.
- b) Approve projects that are in line with the CSR policy of the Company.
- c) Put monitoring mechanisms in place to track the progress of each project.
- d) Recommend the CSR expenditure to the Board of Directors.
- e) Meet as and when required.
- f) Any other matter directly or indirectly related to CSR compliance's

### CSR Projects, Programme and Activities

In accordance with Section 135 of the Companies Act, 2013 and Companies (Corporate Social Responsibility) Rules, 2014 read with Schedule VII the CSR activities of the company shall have following thrust areas:

### **Prime activities**

1. Promoting education primarily by making contributions to eligible trusts and society engaged in providing education; for establishment of schools and educational institutions, providing furniture, fixtures, library, drinking water, toilets and other facilities required to run educational institution.
2. Health care, sanitation and drinking water primarily by making contributions to eligible trusts and society engaged in providing such facilities; for establishment of hospitals and dispensaries, providing furniture, fixtures, equipments and other facilities required to provide such facilities.

Building infrastructure for providing both the facilities is focused keeping in view that any direct contribution to an individual helps him alone whereas creating infrastructure indirectly helps all users to avail such facilities.

### **Other activities**

1. Environment protection by planting trees or otherwise.
2. Promotion of sports.
3. Contribution to Prime Minister's National Relief Fund or any other eligible fund.
4. Rural development projects
5. All other activities which may be carried out as per schedule VII of the Companies Act, 2013 as amended from time to time.

### **Modalities of execution of CSR activities**

Company may undertake CSR activities through all or any of the followings:-

- A registered trust, society or section 8 company which is not established by the company Provided It shall have an established track record of three years in undertaking similar projects or programs and activities to be undertaken by these entities are those which are specified by the company. In this case mode of utilization of funds on CSR activities, the monitoring and reporting mechanism shall be specified by the company before approval of CSR activities.
- A registered trust, society or section 8 company established by company
- Company may undertake CSR activities at its own.

### Monitoring and reporting mechanism

The administration of CSR policy, execution and monitoring of CSR activities shall be carried out under the overall superintendence and guidance of internal monitoring group comprising of following officials

- i. Managing Director
- ii. Controller - Finance and Accounts

After review, report shall be placed before the CSR committee for information and necessary action. Annual Report on CSR Activities shall be prepared and be attached with Company's Board Report.

### **CSR Expenditure**

CSR expenditures shall be as required under Section 135 of the Companies Act, 2013 and Companies (Corporate Social Responsibility) Rules, 2014 as amended from time to time.

CSR expenditure will include all expenditure, direct and indirect, incurred by the Company on CSR Programmes undertaken in accordance with the approved CSR Plan.

### **Evaluation of Projects**

Committee shall evaluate the viability of CSR initiatives and report the same to the Board.

### **Amendments to CSR Policy**

CSR policy may be amended or revised from time to time after approval of Board of Directors upon recommendations of CSR Committee. If required Chairman of the CSR committee shall be authorised to issue necessary clarification as regard to CSR policy and shall be tabled before next meeting of the committee for information and rectification.

  
Chairman

Date: 04.09.2014