



SATIA INDUSTRIES LIMITED

Corporate Social Responsibility Policy

This Corporate Social Responsibility Policy shall be called the Satia Industries Limited – Corporate Social Responsibility Policy (hereinafter referred to as the “CSR Policy”). The document outlines the Vision and Policy of Satia Industries Limited towards Corporate Social Responsibility, in accordance with Section 135 of the Companies Act 2013 and the Rules there under.

Introduction and Background

Satia Industries Limited (SIL) is a manufacturer of writing and printing papers serving large number of customers, Satia Industries Limited is a socially responsible under the Companies Act, 2013 and according to the Companies Act, 2013 responsible to contribute 2% of the “Average’ Net Profits of the block of previous three years on CSR to benefit the socially & economically disadvantaged communities.

Objective

The objective of framing this CSR Policy is to ensure that the Company operates its business in an economically, socially & environmentally sustainable manner by enhancing the quality of life & economic well-being of the society in fulfillment of its role as a socially responsible corporate.

CSR Vision

The CSR vision of Satia Industries Limited.

For Satia Industries Limited, Corporate Social Responsibility means responsible business practices through the involvement of all stakeholders in the decision-making process and in operations. It entails having business policies that are ethical, equitable, environmentally conscious, gender sensitive,

Satia Industries Limited commits itself to creating a more equitable and inclusive society by supporting processes that lead to sustainable transformation and social integration.

Applicability

The Policy shall apply to all CSR projects / programmes / activities undertaken by the Company in accordance with the clauses contained herein and section 135 of the

Companies Act 2013 read with Companies (Corporate Social Responsibility) Rules, 2014 including all statutory modifications / amendments made thereof.

1. The Policy shall apply to all CSR projects/programmes undertaken by the Company in India as per Schedule VII of the Act.
2. This policy shall be applicable to Satia Industries Ltd and all its employees.

Focus Areas

SIL will implement its CSR activities in accordance with Section 135 of the Companies Act 2013 and the Rules notified thereafter.

The SIL will undertake the projects/programme as per Schedule VII under the Companies Act, 2013 as under:

- i. Eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation including contribution to the Swach Bharat Kosh set-up by the Central Government for the promotion of sanitation and making available safe drinking water;
- ii. Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects;
- iii. Promoting gender equality, empowering women, setting up homes and hostels for women and orphans; setting up old age homes, day care centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups;
- 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 including contribution to the Clean Ganga Fund setup by the Central Government for rejuvenation of river Ganga;
- 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;
- vi. Measure for the benefit of armed force veterans, war widows and their dependents, Central Armed Police Forces (CAPF) and Central Para Military Forces (CPMF) veterans, and their dependents including widows;
- vii. Training to promote rural sports, nationally recognized sports, Paralympic sports

and Olympics sports;

- viii. Contribution to the Prime Minister's National Relief Fund or Prime Minister's Central Assistance and Relief in Emergency Situations Fund (PM CARES Fund) or any other fund set up by the Central Government for socio-economic development and relief and welfare of the Scheduled Castes, the Schedule Tribes, other backward classes, minorities and women;
- ix.
 - a) Contribution to incubators or research and development projects in the field of science, technology, engineering and medicine, funded by the Central Government or State Government or Public Sector Undertaking or any agency of the Central Government or State Government; and
 - b) Contributions to public funded Universities; Indian Institute of Technology (IITs); National Laboratories and autonomous bodies established under Department of Atomic Energy (DAE); Department of Biotechnology (DBT); Department of Science and Technology (DST); Department of Pharmaceuticals; Ministry of Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (AYUSH); Ministry of Electronics and Information Technology and other bodies, namely Defense Research and Development Organisation (DRDO); Indian Council of Agricultural Research (ICAR); Indian Council of Medical Research (ICMR) and Council of Scientific and Industrial Research (CSIR), engaged in conducting research in science, technology, engineering and medicine aimed at promoting Sustainable Development Goals (SDGs).
- x. Rural development projects.
- xi. Slum area Development, Explanation: For the purposes of this item, the term 'slum area' shall mean any area declared as such by the Central Government or any State Government or any other competent authority under any law for the time being in force.
- xii. Disaster Management, Including Relief, Rehabilitation and Reconstruction Activities.

CSR Activities / Projects / Programmes:

- i. The Company shall undertake CSR activities as recommended by the CSR Committee and approved by the Board from time to time in any one or more of the areas specified in Schedule VII (as amended from time to time) of the Act:
- ii. Preference shall be given to the local area and areas around where the Company operates, for spending the amount earmarked for CSR activities.

- iii. CSR activities shall be undertaken by the Company in adherence with this CSR Policy.

Board and CSR Committee of Satia Industries Limited Roles and Responsibilities

Board

The Board of Satia Industries Limited will be responsible for:

- approving the CSR policy as formulated by the CSR Committee
- ensuring that in each financial year the Company spends at least 2% of the average net profit made during the three immediate preceding financial years.

CSR Committee

Composition of the CSR committee: will consist of three or more directors of which, one will be an independent director.

The CSR committee of Satia Industries Limited will be responsible for:

- formulating the CSR policy in compliance to Section 135 of the Companies Act 2013
- identifying activities to be undertaken as per Schedule VII of the Companies Act 2013.
- recommending to Board the CSR expenditure to be incurred.
- recommending to Board, modifications to the CSR policy as and when required.
- regularly monitoring the implementation of the CSR policy CSR Expenditure

The Company shall spend in every financial year, at least two percent of the average net profits of the Company made during the three immediately preceding financial years on CSR projects in accordance with the policy. The Expenditure shall include all expenditure including contribution to corpus for the projects or programs relating to CSR activities approved by the Board on the recommendation of its CSR Committee, but shall not include any expenditure on an item not in conformity or not in line with activities which fall within the purview of Schedule VII of the Act.

Implementation Process:

The Company shall undertake CSR activities in any one or more of the following manners:

- a) The Company may carry on CSR activities directly by having its own personnel's)
OR In collaboration with other companies, provided that the Company shall report

separately on its share of projects, programs and activities;

b) Through a registered trust or a registered society.

CSR Expenditure:

1. For every financial year, minimum CSR spending of the Company shall be as per the provisions of section 135 of the Act read with CSR Rules including all modifications and amendment thereof.
2. The Board shall ensure that the administrative overheads shall not exceed 5% of total CSR expenditure of the Company for the financial year.
3. Any surplus arising out of the CSR activities shall not form part of the business profit of a Company and shall be ploughed back into the same project or shall be transferred to the Unspent CSR Account and spent in pursuance of CSR policy and annual action plan of the Company or transfer such surplus amount to a Fund specified in Schedule VII of the Act, within a period of six months of the expiry of the financial year.
4. Where a Company spends an amount in excess of requirement, such excess amount may be set off against the requirement to spend under sub-section (5) of section 135 up to immediate succeeding three financial years subject to the conditions that –
 - a. the excess amount available for set off shall not include the surplus arising out of the CSR activities.
 - b. the Board of the company shall pass a resolution to that effect.
5. The CSR amount may be spent by a Company for creation or acquisition of a capital asset, which shall be held by –
 - a. a Company established under section 8 of the Act, or a Registered Public Trust or Registered Society, having charitable objects and CSR Registration Number; or
 - b. beneficiaries of the said CSR project, in the form of self-help groups, collectives, entities; or
 - c. a public authority:

Monitoring mechanism

The implementation of the CSR policy and execution of projects, programmes and activities undertaken by the Company shall be carried out under the overall superintendence, control and guidance of the CSR Committee. The CSR Committee

shall closely monitor such activities and may also further assign the monitoring to internal auditor and/or sub-committees for different projects, programmes and activities, as may be required from time to time. The minutes of the meetings of the CSR Committee shall be placed before the Board of Directors for their information. The Board of Directors shall have the power to make amendments, suggest new measures and/or otherwise amend the powers of the CSR Committee from time to time.

Amendment

The Board of Directors may, based on its assessment of the Company's needs, financial soundness, legal and regulatory developments, subject to compliance with the applicable laws and rules, at any time modify, change, vary, alter, amend, this CSR Policy
