



**Mersaco Chemicals Pvt. Ltd.**

CIN No: U24100MH2011PTC211899

Regd. Off.: 509, A Wing, INS TOWERS, Plot No: C-63, CTS 4207, G Block, BKC, Bandra East, Mumbai - 400051  
Tel no: +91-22-45151500, Fax no: +91-22-45151400, Email : info@mersaco.co.in, Website : www.mersaco.co.in

## **CSR POLICY**

Corporate Social Responsibility Policy of the Company constituted under Section 135(1) of the Companies Act, 2013, and the rules made thereunder amended from time to time.

### **A. Vision Statement**

Mersaco Chemicals Pvt. Ltd., through its CSR initiatives will continue to enhance value creation in the society and the community through its services, conduct and initiatives, so as to promote sustained growth for society and community, in fulfilment of its role as Socially Responsible Corporate, with environmental concern.

### **B. Scope**

The CSR Policy of the Company shall contain the approach and direction of the Board and includes guiding principles for selection, implementation and monitoring of activities as well as formulation of the CSR Annual Plan.

This Policy is intended to be in conformity with the provisions of Companies Act, 2013. In case of any contradiction between this Policy and provisions of the Companies Act, 2013 and / Rules made thereunder, the later shall prevail.

Any new provision arising out of amendments to Companies Act, 2013 or Rules made there under shall be constructed to be a part of this policy. However, such new provisions shall be specifically incorporated in the policy appropriately.

### **C. Applicability of the Policy**

This Policy shall apply to all CSR activities taken up by an entity(ies) covered under sub rule (1) of Rule 4 of Companies (Corporate Social Responsibility Policy) Rules, 2014, at the various locations in India and for benefits of different segments of the society in accordance with the guidelines enlisted in the Schedule VII of the Companies Act, 2013 and amendments thereof.

### **D. Guiding principle**

The Company considers Corporate Social Responsibility (CSR) as a process by which an organisation thinks about and evolves its relationships with stakeholders for the common good, and demonstrates its commitment in this regard.

### **E. Projects and Programs that are to be undertaken**

The Company may undertake any one or more of the following activities, as mentioned in Schedule VII of Companies Act, 2013 (as amended), as may be decided by the Board of Directors from time to time depending on the suitable opportunities available and need of the area concerned:

1. Eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation, contribution to Swachh Bharat Kosh set-up by the Central Government for the 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 differently abled and livelihood enhancement projects.
3. Promoting gender equality, empowering women, setting up homes and hostels for women and orphans, setting up old age homes, day care centers and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups.
4. Ensuring environmental sustainability, ecological balance and agroforestry.
5. Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art.
6. Measures for the benefits of armed forces veterans, war widow and their dependents, Force (CAPF) and Central Para Military Force (CPMF) veterans and their dependents including widows
7. Training to promote rural sports, nationally recognized sports, Para-Olympic sports and Olympic sports.
8. Contribution to Prime Minister's National Relief Fund or any other fund or Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund (PM CARES Fund) 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 woman.
9. (a) Contributions 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 (IIT's); 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 (DRDO); 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).
10. Rural development projects.
11. Slum area development

#### **F. Guiding principles for selection of CSR Activities**

The Board shall identify and undertake some of the areas mentioned above on year-to-year basis based on objects of the Company.

The power to approve CSR activities shall vest with the Board of Directors of the Company as per Companies Act ,2013 & Companies (Corporate Social Responsibility Policy) Rules, 2014.

The activities undertaken by the Company shall not include any of the activities prohibited under CSR Rules, which presently are:

- activities undertaken in normal course of business;
- activities undertaken outside India;
- political contribution under section 182;
- activities benefiting employees of the Company as defined in section 2(k) of Code of Wages,2019.
- activities supported by the companies on sponsorship basis for deriving marketing benefits for its products or services.
- activities carried out for fulfilment of any other statutory obligation.

#### **G. Implementation of CSR activities**

The Company shall implement the identified CSR Projects by the following means:

- a. The Company may itself implement the identified CSR Projects presently within the scope and ambit of the Areas as defined in the Policy;
- b. The Company may undertake the CSR activities through entity(is) covered under sub-rule (1) of Rule 4 of Companies (Corporate Social Responsibility Policy) Rules, 2014, as amended.
- c. The Company, may collaborate with other companies, if required, for fulfilling its CSR objectives provided that the CSR Committees of respective companies are able to monitor separately such CSR Projects.

#### **H. The corpus of Company's CSR Fund would include the following:**

- a. 2% of the average net profits of the Company, during the preceding 3 financial years;
- b. any income arising there from
- c. surplus arising out of CSR activities



## **I. Duties and responsibilities**

### **i. Board of Directors**

- a) The Board shall include in its Report the annual report on CSR Projects as per the format provided in the Annexure II to the Rules, as amended from time to time.
- b) Approve the CSR Policy.
- c) Disclose reasons for not spending the amount (if applicable) in the Annual Report to the Shareholders of the Company.
- d) Ensure that the funds so disbursed have been utilized for the purposes and in the manner as approved by Board.
- e) To approve the conversion of one year CSR project into ongoing CSR project and where amount doesn't relate to any ongoing project, and Company fail to spend the same, the unspent CSR amount to be transferred to a Fund specified in Schedule VII, within 6 months of close of financial year, in addition to disclosure of reasons to be made in the Board Report for not spending the said CSR amount.
- f) Ensure that the administrative overheads are not more than 5% of the total CSR Expenditure of the Company for the financial year.
- g) Approve transfer of unspent CSR Amount in accordance with the law. The Accounts and Finance Team of the Company shall prepare the statement of spent and unspent CSR amounts and shall assist and facilitate for transfer of the same.

### **ii. CSR Committee**

The Constitutions of CSR Committee shall arise if the amount to be spent by the Company as CSR Expenditure exceeds fifty lakhs and the Board shall ensure to comply with this requirement as and when required in accordance with provisions of the Act.

The Board of the Company is authorized to discharge the functions of aforesaid committee if such committee has not been constituted.

- a) The draft annual report as per the format in Annexure II to the Rules in Board meeting will be reviewed and finalized.
- b) The Board shall ensure that the CSR Policy, composition of the CSR



Committee when applicable and Projects approved by the Board are displayed on the Company's website.

**J. Review Periodicity and amendment:**

CSR Plan may be revised/ modified/ amended by the Board at such intervals as it may deem fit.

**K. Monitoring:**

Monitoring process for CSR Projects shall include the following:

- a. Evaluation of Planned Progress V/s Actual Progress
- b. Actual expenditure V/s expenditure as per the approved budget

**L. Fund allocation and others:**

**a) Fund allocation**

1. The Company, in every Financial Year, shall endeavor to spend at least 2% of Company's average Net profits for the three immediately preceding Financial Years.
2. CSR Annual Action Plan for the above shall include:
  - a. Identified CSR Projects
  - b. CSR expenditure
  - c. Implementation Schedules including manner of execution, fund utilization, monitoring mechanism, etc.
3. Total expenditure in the CSR Annual Plan shall be reviewed and approved by the Board. The Board can alter such plan at any time during the financial year.
4. In case the Company fails to spend the statutory minimum limit of 2% of Company's average net profits of the immediately



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preceding three years, in any given financial year, the unspent amount, relating to a project, other than ongoing project, shall be transferred to any fund included in Schedule VII of the Act (until a fund is specified in Schedule VII of the Act) within a period of six months from the expiry of the financial year and Board shall specify the reasons for the same in its report in terms of clause(o) of sub-section {3} of section 134.

The unspent amount relating to ongoing project shall be transferred within a period of thirty days from the end of the financial year (FY) to a special account which will be opened by the Company in that behalf in any scheduled bank to be called 'Unspent Corporate Social Responsibility (CSR) Account and such amount will be spent by the Company in pursuance of its obligation towards the CSR Policy within a period of three financial years from the date of such transfer, excluding the FY for which CSR spend pertain, failing which the Company will transfer the same to a fund specified in Schedule VII within a period of thirty days from the date of completion of third financial year.

The disbursement of funds shall be submitted to the Board as a part of the review along with the details of how the funds have been utilized, which shall be certified by finance head of the company.

In case of an ongoing project, the implementation along with the approved timelines and year-wise allocation will be presented to the Company's Board.

**b) Others**

1. The CSR Projects can be identified on need basis for implementation in a given year for the areas defined in this Policy.
2. The Board shall formulate an annual action plan at the beginning of every financial year in pursuance of its CSR Policy which shall include the following:
  - i. The list of CSR projects or programs that are approved to be undertaken in the areas or subjects specified in Schedule VII of the Act;
  - ii. The manner of execution of such projects or programs;
  - iii. The modalities of utilization of funds and implementation schedules for the projects or programs;
  - iv. Monitoring and reporting mechanism for the projects or programs;
  - v. Details of need and impact assessment, if mandated under the law, for the projects undertaken by the company



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3. The Company may build CSR capacities of their own personnel, as well as those of the Agencies through institutions with established track records of at least three Financial Years but such expenditure shall not exceed 5% of the Approved Budget of the Company in one Financial Year.
4. Expenses incurred by the company shall not include the expenses directly incurred for the designing, implementation, monitoring, and evaluation of a particular Corporate Social Responsibility project or program.
5. Surplus arising out of CSR activities shall not form part of business profits and shall be ploughed back in the same project or shall be transferred to unspent CSR Account and spent in pursuance of CSR policy and annual action plan or transfer such surplus amount to a fund specified in Schedule VII within a period of six months of the expiry of the financial year.
6. An amount spent in excess of the requirements; such excess amount may be set off against the requirements to spend up to immediate succeeding three financial years subject to conditions that:
  - a. The excess amount available for set off shall not include the surplus arising out of CSR activities.
  - b. The Board of the Company shall pass a resolution to this effect
7. If CSR amount is spent by the company for creation or acquisition of a capital asset, it shall be held by Section 8 company or a Registered Public Trust or Registered Society, having charitable objects and CSR Registration Number under sub-rule (2) of rule 4; or beneficiaries of said CSR project in form of self-help groups, collectives, entities or a public authority.

### **M. CSR Reporting:**

Impact assessment, if and when mandated, will be undertaken by an independent agency and such impact assessment report shall be placed before the Board and annexed to the annual report of CSR.

### **N. Transfer of unspent CSR amount:**

The unspent CSR amount, if any, shall be transferred by the Company to any fund included in schedule VII of the Act and or a fund is / to be specified in Schedule VII of the Act.

### **O. Amendments to the Policy**

The Board of Directors, either on its own or as per the recommendations of CSR Committee (when applicable), can amend this Policy, as and when required. The decision of the Board of Directors on all matters, relating to this Policy, shall be final and binding upon all concerned. This Policy is subject to continuous review and updates as required from time to time.