



Corporate Identification Number (CIN) — L23101AS1963PLC001206

Registered Office : Birkuchi, Guwahati, Assam - 781026.

Website: www.assamcarbon.in Tel: (0361)2640262/630; Fax: (0361)2640368

Email: acplghy@ascarbon.com

Corporate Social Responsibility (CSR) – Policy of Assam Carbon Products Ltd.

Assam Carbon Products Ltd. (hereafter referred to as the “Company”), always seeks ways to make a positive impact on the society at large through various activities. Education, health, environment, women empowerment and community development continues to remain core areas of the Company’s Corporate Social Responsibility (CSR) philosophy long ago. Your Company has been following and implementing the vision of its Chairman, Mr. Rakesh Himatsingka, who instilled in the Company the consciousness of being responsive to the needs of the society.

Your Board of Directors approved the formation of Corporate Social Responsibility (CSR) Committee at its meeting dated 4th May, 2018 comprising of Mrs. Rupanjana De, Mrs. Anita Himatsingka and Mr. K. K. Bhattacharya. The Company Secretary will be the Secretary of the Committee. The Chief Financial Officer of the will be the permanent invitee to the Committee and will be the chief coordinator to help the Committee to frame the budget and will also oversee that the entire activities are undertaken in compliance with the existing legislation(s).

The Committee shall meet as when required. The quorum of the meeting held shall be 1/3rd of the total number of members or 2 members whichever is higher.

The members of the Committee may invite any Executives, Advisors, Representatives of Social Organizations’, Auditors of the Company as it may consider necessary to attend the meeting.

The CSR initiatives focus on holistic development of host communities and create social, environmental and economic value to the society. The Company believes that in alignment with its the vision, its CSR initiatives will continue to enhance value and promote social sustainability, sustainable development of the environment and social welfare of the people and society at large, more specifically for the deprived and underprivileged persons. Blending its regular business with innovative and creative choices in CSR, the Company endeavours to contribute meaningfully in various aspects of life Viz., environmental, social and economic.



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This policy applies to all CSR projects undertaken by the Company and aims to ensure all these activities are carried out over and above its normal course of business and are in line

with the Section 135 of the Companies Act, 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 (hereafter, referred to as the Act and the Rules) as well as Schedule VII of the Companies Act [including any statutory modification(s) or re-enactment thereof for the time being in force].

The terms of reference of the Committee shall be:

- a. To 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 of the Companies Act, as may be amended from time to time;
- b. To recommend the amount of expenditure to be incurred on the activities referred to in point (a) above;
- c. To monitor the Corporate Social Responsibility Policy of the Company from time to time;
- d. To institute a transparent monitoring mechanism for implementation of the CSR projects or programs or activities undertaken by the Company;
- e. Any other matter/thing as may be considered expedient by the members in furtherance of and to comply with the CSR Policy of the Company;
- f. To carry any other function as will be mandated by Board from time to time and/or enforced by any statutory notification, amendment or modification as may be necessary or appropriate for performance of its duties.

The Policy will function as an integrated, self regulating instrument whereby the business will supervise and ensure its active compliance with the spirit of law, moral standards and requisite customs.

Activities which may be included by the Company in its Corporate Social Responsibility Policies Activities will be relating to:—

- (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;



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(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, agro forestry, conservation of natural resources and maintaining quality of soil, air and water including contribution to the Clean Ganga Fund set-up 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 art and handicrafts;

(vi) measures for the benefit of armed forces veterans, war widows and their dependents;

(vii) training to promote rural sports, nationally recognised sports, paralympic sports and olympic sports;

(viii) contribution to the prime minister's national relief fund or any other fund set up by the central govt. for socio economic development and relief and welfare of the schedule caste, tribes, other backward classes, minorities and women;

(ix) contributions or funds provided to technology incubators located within academic institutions which are approved by the central govt.

(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.

(xi) Any other activities as may be laid down within the preview of Section 135 of the Companies Act, 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 (hereafter, referred to as the Act and the Rules) as well as Schedule VII of the



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Companies Act [including any statutory modification(s) or re-enactment thereof for the time being in force].

The initiatives and activities approved by the Board of Directors ("Board") on the recommendation of the CSR Committee will be carried out either by the Company directly or through any trust performing such activities within the preview of Section 135 of the Companies Act, 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 (hereafter, referred to as the Act and the Rules) as well as Schedule VII of the Companies Act [including any statutory modification(s) or re-enactment thereof for the time being in force].

The Board of the Company shall ensure that the Company spends in every financial year, at least two percent of the average net profits of the Company made during the three immediately preceding financial years. If the company fails to spend such amount, the Board shall in its report to the members of the Company, specify the reasons for not spending the amount.

Unutilized CSR funds for allocated projects/ activities can be used in the subsequent year for the same project/ activities or for other projects/ activities with approval of the Board of the Company.

The CSR Committee will decide the activities to be undertaken (type of activities as mentioned above), and recommend the amount of expenditure to be incurred for approval of the Board. The CSR Committee will also decide whether to undertake such initiatives at any one or more locations.

Surplus generated from CSR activities will be reinvested in CSR projects and will not form part of the business profits of the Company.

This policy document is approved by the Board of Directors in its meeting dated 1st August, 2018 and can be amended/modified whenever necessary with its approval on the recommendation of the CSR Committee.
