



**AKSH**

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## **AKSH OPTIFIBRE LIMITED**

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# **CORPORATE SOCIAL RESPONSIBILITY POLICY**

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Regd. Office: F-1080, RIICO Industrial Area Phase-III, Bhiwadi – 301019 (Rajasthan) INDIA  
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## **CORPORATE SOCIAL RESPONSIBILITY POLICY OF AKSH OPTIFIBRE LIMITED**

### **1. PREAMBLE**

Aksh Optifibre Limited (“Company”) is committed towards integrating economic, environmental and social concerns of our country with the Company’s operations and growth. The Company being a responsible corporate entity has established a mechanism vide its Corporate Social Responsibility (CSR) Policy for undertaking the CSR activities. It is in compliance with Section 135 of the Companies Act, 2013 (“Act”) and the Company (Corporate Social Responsibility Policy) Rules, 2014 (“CSR Rules”) as amended from time to time and has been duly approved by the Board of Directors.

### **2. OBJECTIVE**

The Objectives of this policy are elucidated hereunder:

- a. To make the stakeholders aware about CSR and how such activities are to be conducted in the Company.
- b. Demonstrate commitment to common good through responsible business practices.
- c. To directly or indirectly take up programmes/projects that benefit the communities in and around its operations which result over a period of time in enhancing the quality of life and economic well-being of the local populace.
- d. To encourage employees to participate in the Company’s CSR initiatives.

### **3. SCOPE**

This Policy shall apply to Corporate office and Plants of the Company at Bhiwadi, Jaipur and Reengus or such other places as may be decided by the CSR Committee.

### **4. DEFINITIONS**

- 4.1. **CSR Activities:** means any one or more of the projects/programmes including ongoing projects from among the thrust areas as defined in Clause 5 of the Policy being pursued/ undertaken/ to be undertaken by the Company, either directly or in collaboration with other companies or any other registered trust or society or a company set up for the purpose of undertaking similar programs or projects, within the purview of CSR Rules.
- 4.2. **Committee:** means the CSR Committee as constituted by the Board of Directors of the Company consisting of three or more Directors, out of which at least one Director shall be an independent Director. The members of the Committee constituted by the Board of Directors of the Company are enclosed as **Annexure 1**. The Composition of the Committee is subject to change if any member of the Committee retires, resigns or is removed by the Board of Directors. The Board of Directors may fill any vacancy in the Committee by appointment from among the Directors of the Company.
- 4.3. **Ongoing Project:** means a multi-year project undertaken by a Company in fulfilment of its CSR obligation having timelines not exceeding three years excluding the financial year in which it was commenced, and shall include such project that was initially not approved as a multi-year project but whose duration has been extended beyond one year by the Board based on reasonable justification.

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## 5. CSR PROJECT / PROGRAMMES:

Our commitment to CSR will be manifested by investing resources in any one or more of the following thrust areas:

1. eradicating hunger, poverty and malnutrition, promoting preventive health care and sanitation including contribution to the 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 the 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, 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.
5. 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:
6. measures for the benefit of armed forces veterans, war widows and their dependents Central Armed Police Forces (CAPF) and Central Para Military Forces (CPMF) veterans, and their dependents including widows;
7. training to promote rural sports, nationally recognised sports, paralympic sports and Olympic sports;
8. contribution to the Prime Minister's National Relief Fund or Prime Minister's Citizen 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 Scheduled Tribes, other backward classes, minorities and women;
9. (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

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(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
12. disaster management, including relief, rehabilitation and reconstruction activities
13. any other authority as may be notified by the relevant Authority under Schedule VII to the Act.

## **6. CSR Expenditure**

CSR Committee will recommend the annual budgeted expenditure project wise to the Board for its approval.

As per the requirements of CSR Rules under Section 135 of the Companies Act, 2013 budgetary allocation on CSR project/programmes for every financial year shall be at least 2% of the average net profits made during the preceding three financial years by the Company. Net Profit means the net profit for the financial year in accordance with applicable provisions of the Act, not being profit arising from an overseas branch of the Company and/or any dividend income accruing to the Company in any financial year excluding the surplus arising out of CSR Activities, if any.

Further, the unspent CSR fund and set off of excess fund spent shall be dealt as per the provisions of the Act.

- The CSR Committee may bifurcate the existing, if any and future CSR Projects/ programmes on the basis of the timeline in order to differentiate between an ongoing project and annual CSR project.

## **7. Implementation, Monitoring and Reporting Framework**

To ensure funds are spent on CSR projects/programmes, a comprehensive Monitoring and Reporting framework will be put in place which will be divided into two distinct areas:

- Implementation and monitoring
- Reporting and Documentation

### **7.1. Implementation and Monitoring**

- The Committee shall be responsible for monitoring the CSR policy from time to time.
- The Committee shall recommend to the Board the list of projects or programmes to be undertaken in accordance with the thrust areas defined in Clause 5, the modalities of the execution and implementation schedule from time to time.
- The Board may decide to undertake its CSR activities directly or through a registered trust or a registered society or a company established by the Company under Section 8 of the Act or in collaboration with any other organization or through contributions covered under Schedule VII to the Act.
- The Committee shall closely monitor the spending of CSR funds and progress of projects/programmes.
- The Committee can sub delegate its responsibility to any official of the Company to monitor and implement the project/programmes as undertaken by the Company.

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- By and large the CSR programmes/projects undertaken shall be in and around the areas adjoining the Company's Plants / Corporate Office / work areas.
- The CSR Committee shall formulate and recommend to the Board, an annual action plan in pursuance of its CSR policy, which shall include the matter as specified in the Act.
- The Board of Directors of Company will review on yearly basis the implementation of CSR projects including the ongoing projects as per the applicable provisions of the Act.
- The Board of a company shall satisfy itself that the funds so disbursed for CSR activities have been utilised for the purposes and in the manner as approved by it and the Chief Financial Officer or the person responsible for financial management shall certify to the effect.
- The Company shall undertake impact assessment of the all the project if the outlay in that specified project of the Company exceeds the limits or amount prescribed in Act and CSR Rules.

## **7.2. Reporting and Documentation**

The CSR Committee will prepare the annual CSR report in accordance with Annexure 2 which on approval of the Board of Directors shall be disclosed in the Board's Report.

The contents of the CSR policy, Composition of CSR Committee and Projects approved by the Board shall be uploaded on the Company's website to make it available for the public domain.

The impact assessment reports, if undertaken shall be placed before the Board and shall be annexed to the annual report on CSR.

## **8. Treatment of surplus arising out of CSR activities**

The surplus arising out of the CSR Activities shall not form a part of the business profits of the 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, within a period of six months of the expiry of the financial year.

## **9. General**

Any term or aspect not specifically defined or set out in this Policy shall be construed to mean what is laid down in respect thereof under the Act or the CSR Rules.

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**ANNEXURE 1**

**MEMBERS OF THE COMMITTEE**

<b>Sr. No</b>	<b>Name of the Committee Member</b>	<b>Designation</b>
<b>1.</b>	<b>Ms. Anuja Bansal</b>	<b>Chairman</b>
<b>2.</b>	<b>Mr. Harvinder Singh</b>	<b>Member</b>
<b>3.</b>	<b>Mr. Satyendra Kumar Gupta</b>	<b>Member</b>

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**ANNEXURE 2**

**FORMAT FOR THE ANNUAL REPORT ON CSR ACTIVITIES TO BE INCLUDED IN THE BOARD'S REPORT FOR FINANCIAL YEAR COMMENCING ON OR AFTER 1ST DAY OF APRIL, 2020**

1. Brief outline on CSR Policy of the Company.

2. Composition of CSR Committee:

Sl. No.	Name of Director	Designation / Nature of Directorship	Number of meetings of CSR Committee held during the year	Number of meetings of CSR Committee attended during the year

3. Provide the web-link where Composition of CSR committee, CSR Policy and CSR projects approved by the board are disclosed on the website of the company.

4. Provide the details of Impact assessment of CSR projects carried out in pursuance of sub-rule (3) of rule 8 of the Companies (Corporate Social Responsibility Policy) Rules, 2014, if applicable (attach the report).

5. Details of the amount available for set off in pursuance of sub-rule (3) of rule 7 of the Companies (Corporate Social Responsibility Policy) Rules, 2014 and amount required for set off for the financial year, if any

Sl. No.	Financial Year	Amount available for set-off from preceding financial years (in Rs)	Amount required to be set-off for the financial year, if any (in Rs)
1			
2			
3			
	<b>Total</b>		

6. Average net profit of the company as per section 135(5).

7. (a) Two percent of average net profit of the company as per section 135(5)

(b) Surplus arising out of the CSR projects or programmes or activities of the previous financial years.

(c) Amount required to be set off for the financial year, if any

(d) Total CSR obligation for the financial year (7a+7b-7c).

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8. (a) CSR amount spent or unspent for the financial year:

Total Amount Spent for the Financial Year. (in Rs.)	Amount Unspent (in Rs.)				
	Total Amount transferred to Unspent CSR Account as per section 135(6).		Amount transferred to any fund specified under Schedule VII as per second proviso to section 135(5).		
	Amount.	Date of transfer.	Name of the Fund	Amount.	Date of transfer.

(b) Details of CSR amount spent against ongoing projects for the financial year:

(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	(9)	(10)	(11)	
Sl. No.	Name of the Project	Item from the list of activities in Schedule VII to the Act.	Local area (Yes/No)	Location of the project.		Project duration	Amount allocated for the project (in Rs.).	Amount spent in the current financial year (in Rs.).	Amount transferred to Unspent CSR Account for the project as per Section 135(6) (in Rs.).	Mode of Implementation - Direct (Yes/No).	Mode of Implementation - Through Implementing Agency	
				State	District						Name	CSR Registration number.
1.												
2.												
3.												
	Total											

(c) Details of CSR amount spent against **other than ongoing projects** for the financial year:

(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	
Sl. No.	Name of the Project	Item from the list of activities in schedule	Local area (Yes/No).	Location of the project.		Amount spent for the project (in Rs.).	Mode of implementation - Direct (Yes/No).	Mode of implementation - Through implementing agency.	
				State.	District.			Name.	CSR registration number.

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		<b>VII to the Act.</b>						
1.								
2.								
3.								
	<b>Total</b>							

- (d) Amount spent in Administrative Overheads
- (e) Amount spent on Impact Assessment, if applicable
- (f) Total amount spent for the Financial Year (8b+8c+8d+8e)
- (g) Excess amount for set off, if any

Sl. No.	Particular	Amount (in Rs.)
(i)	Two percent of average net profit of the company as per section 135(5)	
(ii)	Total amount spent for the Financial Year	
(iii)	Excess amount spent for the financial year [(ii)-(i)]	
(iv)	Surplus arising out of the CSR projects or programmes or activities of the previous financial years, if any	
(v)	Amount available for set off in succeeding financial years [(iii)-(iv)]	

9. (a) Details of Unspent CSR amount for the preceding three financial years:

Sl. No.	Preceding Financial Year.	Amount transferred to Unspent CSR Account under section 135 (6) (in Rs.)	Amount spent in the reporting Financial Year (in Rs.).	Amount transferred to any fund specified under Schedule VII as per section 135(6), if any.			Amount remaining to be spent in succeeding financial years. (in Rs.)
				Name of the Fund	Amount (in Rs).	Date of transfer.	
1.							
2.							
3.							
	Total						

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(b) Details of CSR amount spent in the financial year for ongoing projects of the preceding financial year(s):

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Sl. No.	Project ID.	Name of the Project.	Financial Year in which the project was commenced.	Project duration.	Total amount allocated for the project (in Rs.).	Amount spent on the project in the reporting Financial Year (in Rs.).	Cumulative amount spent at the end of reporting Financial Year. (in Rs.)	Status of the project - Completed /Ongoing.
1								
2								
3								
	Total							

10. In case of creation or acquisition of capital asset, furnish the details relating to the asset so created or acquired through CSR spent in the financial year (**asset-wise details**).

- (a) Date of creation or acquisition of the capital asset(s).
- (b) Amount of CSR spent for creation or acquisition of capital asset.
- (c) Details of the entity or public authority or beneficiary under whose name such capital asset is registered, their address etc.
- (d) Provide details of the capital asset(s) created or acquired (including complete address and location of the capital asset).

10. Specify the reason(s), if the company has failed to spend two per cent of the average net profit as per section 135(5).

Sd/- (Chief Executive Officer or Managing Director or Director).	Sd/- (Chairman CSR Committee).
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