

CORPORATE SOCIAL RESPONSIBILITY
POLICY

REPLIKA PRESS PRIVATE LIMITED

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CORPORATE SOCIAL RESPONSIBILITY (CSR) POLICY

Replika Press is one of India's most reputed and leading print service providers specializing in Book Printing, Publishing and high-end commercial print production serving a large number of global customers.

PREAMBLE

The Board of Directors (the "Board") of Replika Press Private Limited (the "Company" or "RPPL") in their meeting held on 7th May, 2014 has approved the following Corporate Social Responsibility Policy (CSR Policy) on the recommendation of the Corporate Social Responsibility Committee (CSR Committee) of the Board of Directors as per the provisions of Section 135 of the Companies Act, 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 as may be amended from time to time.

CSR VISION AND OBJECTIVES

For Replika Press CSR means responsible business practices and business policies that are ethical, equitable and environmentally conscious and gender sensitive.

Replika Press commits itself to creating a more equitable and inclusive society by supporting processes that lead to social integration. This will be achieved through partnership with NGOs, Government and other organizations to provide quality education and employability to vulnerable sections of society.

APPLICABILITY

Replika Press CSR policy has been developed in consonance to Section 135 of the Companies Act 2013 on CSR and in accordance with the CSR rules notified by the Ministry of Corporate Affairs, Government of India in 2014.

CSR BUDGET

CSR committee will recommend the annual budgeted expenditure project wise to the Board for its consideration and approval.

FOCUS AREAS

Replika will implement its CSR activities with Section 135 of the companies Act 2013 and the rules notified thereafter.

Currently the focus area for Replika is to **Promote Education**. Within this broad theme specific areas such as school education and education for employment are included.

- **School Education:** Education is the tool for creating an empowered, enlightened society capable of rising to its true potential. Availability of quality education for all classes is the way to ensure an equitable and just social system.
- **Employability:** Replika intends to support the Governments vision of skill development of youth through developing their market oriented skills and linking them to potential employers. This program is to benefit school dropouts, and those unable to go for higher education.

IMPLEMENTATION MECHANISM

The Company's CSR programs would be identified according to the Board approved CSR policy and will consider the following broad parameters while identifying/selecting the schemes/projects:

- While implementing the identified activities, time frames and milestones may be predefined.
- In line with the Companies Act, 2013, donation based assistance/ grants, should not be less than limits as may be prescribed by the Central Government/ Ministry of Corporate Affairs from time to time.
- Proper screening, checks and balances shall be ensured while sanctioning the CSR proposals.
- Clearly defined objectives
- Monitoring System
- Impact Assessment
- A reporting framework.

ROLES AND RESPONSIBILITIES

❖ BOARD

The Board of Replika Press will be responsible for:-

- Approving the CSR policy as formulated by the CSR committee

- Ensuring that each year the company spends 2% of the average net profit
- Ensuring that every financial year funds committed by the company are utilized effectively.
- Disclosing in its annual report the names of the CSR committee members, the contents of the CSR policy and ensure annual reporting of its CSR activities on the company website.
- Ensuring annual reporting of CSR policy to the Ministry of Corporate Affairs.

As per section 135 the reasons for under spending of the allocated budget will be specified in the Board's report.

❖ CSR COMMITTEE

- Responsible for formulating the CSR policy in compliance to Section 135 of the Companies Act 2013
- Prepare an annual plan for CSR activities for each year and will place the same before the Board of Directors for approval, as the case may be.
- Recommending to the board modifications to the CSR policy as and when required.
- Regularly monitoring the implementation of the CSR policy.
- The focus of benefits will be in line with the activities mentioned in this document and as per programs, projects and schemes approved.

MONITORING AND EVALUATION

- Regular update on the CSR initiatives undertaken and / or to be undertaken, program monitoring, evaluation, reporting and documentation etc shall be given to the CSR Committee. The Company may also depute one or more employees who shall monitor the CSR initiatives of the Company and report the same to the CSR Committee. The impact of the CSR activities may be quantified to the extent possible. The Chairman of CSR Committee shall draw a time frame from the date of initiation. In case of any delay noticed while monitoring the CSR initiatives, remedial measures shall be taken for timely completion of the activities.
- The CSR Committee shall have the authority to obtain professional advice from external sources and have full access to information contained in the records of the Company as well as the powers to call any employee / external consultant or such other person(s) as may be deemed expedient for the purpose of accomplishments of CSR activities.

GENERAL

- The surplus arising out of the CSR projects or programs or activities shall not form part of the business profits of the Company;
- In case of any doubt with regard to any provision of this Policy and also in respect of matters not covered herein, a reference to be made to the CSR Committee.
- Any or all provisions of the CSR Policy would be subject to revision/amendment in accordance with the Companies Act, 2013, rules and regulations as may be prescribed by the Central Government, from time to time.
- The CSR Committee reserves the right to modify, cancel, add, or amend the Policy at any time subject to the approval of the Board of Directors.