



Corporate Social Responsibility Policy

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L&T TECHNOLOGY SERVICES LIMITED

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CONTENTS

- 01. CSR Philosophy
- 02. CSR Themes
 - a. Water
 - b. Education
 - c. Health
 - d. Skill Development
 - e. Sports
 - f. Environment
- 03. CSR Budget
- 04. CSR – Roles & Responsibilities
 - a. The Board of Directors
 - b. The CSR Committee
- 05. CSR Programme Implementation
- 06. CSR Monitoring & Reporting
- 07. CSR Disclosure



L&T Technology Services Limited

Corporate Social Responsibility (CSR) Policy Framework

CSR Philosophy

L&T Technology Services Limited (LTTS) fosters a culture of caring, trust and continuous learning while meeting the expectations of all stakeholders and society at large. As a responsible Corporate Citizen, the Company contributes towards inclusive growth by empowering communities and accelerating development. Through Company's social investments, LTTS addresses the needs of communities residing in the vicinity by providing facilities, taking sustainable initiatives in the areas of health, education, environment conservation, infrastructure and community development.

The Company's CSR Policy framework details the mechanisms for undertaking various programs in accordance with section 135 of the Companies Act 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 ('CSR Rules') (as amended from time to time) made thereunder for the benefit of the community.

CSR Themes

The Company will primarily focus on its CSR programme for the betterment of society which will include the following verticals, –

Water – may include but not limited to programmes making clean drinking water available, conservation and purification of water.

Education - may include but not limited to providing technical & engineering knowledge and enhance the technical know-how among the students. Supporting differently-abled and other students by providing IT infrastructure support. Promoting education including financial support by way of sponsorship of fees, but not limited to Information Technology, employment enhancing vocational trainings to women and the differently abled people, monetary contribution to academic institutions towards technical and non-technical training and contribution to Public funded universities.



Health - may include but not limited to community health centres, mobile medical vans, dialysis centres, general and specialized health camps and outreach programmes, centres for elderly / disabled, support to HIV / AIDS /cancer programme. Providing medical equipment's/ technological gadgets to government, charitable hospitals and institutions.

Skill Development - may include but not limited to vocational training such as skill building, computer training, women empowerment, support to ITI's, support to specially abled (infrastructure support & vocational training), providing employability skills at project sites, creating training centers. To pursue research and development (R&D) by contributing to the society through development of superior technology and products.

Sports- To train and promote sports at basic, club, state, national and international levels for differently / specially abled people as a career and to attain self-confidence / self-sufficiency – e.g. Wheelchair tennis, cricket for blind etc. This will be delivered through credible, experienced NGOs, sports academia / institutions involved in promoting sports across the country for such category of people in the society.

Environment- May include and not limited to programmes for protection of environment and other environmental issues including promoting renewable sources of energy and solid waste management projects. Undertake plantations and afforestation activity and promoting awareness about the same. Support Natural Disasters by providing immediate relief, rehabilitation, reconstruction and support sustainable livelihood projects to individuals and families affected by natural disasters. The Company will endeavour to reduce environmental impact wherever practicable.

Governance & Technology would be the Key drivers across all these verticals for strengthening systems and processes to achieve measurable results.

To harness Innovation and Technology driven solutions to address the social needs of Water, Education, Health, Skill Development, Environment and Sports where feasible.



CSR Budget

- The Board of the Company shall allocate at least 2% of the average profit (as required by Companies Act 2013) during the three preceding financial years.
- The Company may collaborate or pool resources with other entities to undertake CSR activities.
- In case of any surplus arising out of CSR programmes the same shall not form part of business profits of the Company and shall be ploughed back into the same project or transferred as per the provisions of the CSR Rules.
- The Company will comply with the provisions of the Act and the CSR Rules with respect to Unspent CSR amount in regard to Ongoing Projects and projects other than Ongoing Project.

CSR - Roles and responsibilities

The CSR Governance structure comprises of the CSR Committee and Board of Directors of the Company

The Board:

The Board of Directors of the Company will:

- Form a CSR Committee comprising of three Directors
- Formulate and approve the CSR policy upon recommendation of CSR Committee in line with the applicable CSR rules, as amended from time to time.
- Approve Annual Action Plan (including amendments thereto) as recommended by CSR Committee
- Ensure spend of at least 2% of average profit during the three preceding financial years
- Disclose the content of the CSR Policy, Composition of CSR Committee, Annual Action Plan on the Company's website as prescribed under Section 135 of the Companies Act, 2013 and CSR Rules
- Ensure that the social programs/ projects undertaken are aligned to the CSR Policy of the Company



- Specify reasons in its report for not spending the earmarked amount in case the Company fails to spend such amount.
- Oversee and adhere to all other responsibilities as mandated by the CSR Rules as amended from time to time.
- Authorize the CSR Committee to undertake urgent CSR activities in the nature of disaster relief

CSR Committee of the Board:

The Board has formed the CSR Committee in accordance with the requirements of the Act.

Responsibility of the CSR Committee:

The Board has formed the CSR Committee in accordance with the requirements of the Act which shall:

- Formulate and recommend the CSR Policy in line with the applicable CSR rules, as amended from time to time to the Board for approval
- Monitor the Policy from time to time
- Recommend the Projects / Programs to be undertaken with detail the amount of expenditure to be expended.
- Evolve and Constitute transparent monitoring mechanism for ensuring implementation of the CSR program
- Facilitate effective implementation of CSR policy
- Review periodically, the CSR policy and implementation of programs to achieve desired outcome or Impact for community development.
- Finalize the Annual Report on CSR as specified under Companies Act which forms part of Annual Report of the Company and submit the same to the Board of Directors.
- Formulate and recommend to the Board an annual action plan
- Categorizing a project as a multi-year project, wherever required.
- Approve urgent CSR activities in the nature of disaster relief and inform the Board subsequently of the same



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- Ensure transfer of unspent amount to a Special Account and spending the same within three years from the date of transfer for ongoing project.
 - For other than ongoing projects, ensure transfer of unspent amount to a fund specified in schedule VII within six months of end of financial year.
 - To monitor utilization of the funds by implementation agency as per the approved project timelines.
 - To carry out impact assessment of projects as maybe applicable under the CSR rules, as amended from time to time

CSR Programme Implementation

- CSR program/Project will be undertaken by the Company in identified areas.
- The Company will undertake its CSR activities whether directly as projects/programs/activities or through Registered Trust or by making contributions to the CSR team of the holding Company. The Company will select its partners after appropriate due diligence.
- The time period/duration over which a particular programme will be spread, will depend on its nature, extent of coverage and the intended impact of the programme.
- The Company may enter into partnerships with the government, business partners and communities to create multiplier effect of its social programmes. However, any such projects or programs to be undertaken through the entities shall have an established track record of 3 years undertaking similar activities.
- The Company may undertake CSR project/ program in collaboration with other companies when, the CSR Committees of respective companies are in position to evaluate and report the progress of the projects/ programs.
- The Company may use the services of internal teams, employee volunteers, expert agencies, consultancy firms etc. wherever required for carrying out base line surveys, guidance on programme design and implementation, impact assessment surveys etc.



CSR Monitoring and Reporting Framework

The Company has constituted a mechanism to monitor and report the progress of its CSR programmes at various locations. CSR Teams will be responsible for monitoring and implementing the CSR programmes.

The CSR Committee will;

- Receive the projects, analyze their utility and efficacy, and suggest suitable changes / modifications in line with the CSR policy.
- In case Projects / Programs are being planned to be executed through partners, the CSR Team will verify and establish the credibility of such partners.
 - Ensure compliance of the Rules/ Regulations/ Law by the partnering agency.
 - Ensure that the partnering agency submits periodic reports to our CSR Department / Team regarding their status of operations.
 - Conduct mid-course reviews and recommend mid-course corrections if necessitated.
 - Monitor progress of the programs closely.
 - Keeps a close eye on the various teams working under it.

CSR Disclosure

The CSR Policy framework, Committee composition and projects approved by the Board will be displayed on the website of the Company. The Board will include in its Board report, a report on the CSR activities in the format specified under the Companies (Corporate Social Responsibility Policy) Rules, 2014 and as amended from time to time. Impact Assessment Reports will also be attached to the Annual report on CSR.

Review & Amendment

Any changes in the CSR Policy arising out of statutory amendments will be reviewed by the CSR Committee and recommended to the Board for approval.