



Mentha & Allied Products Private Limited

A WHO/GMP & ISO 9001 : 2015 CERTIFIED COMPANY

CIN : U74899DL1983PTC016079

India's Oldest/Largest Producers and Exporters of :

MENTHA OIL-MENTHOL-PEPPERMINT OIL-PINE CHEMICALS-ORANGE OIL

Works 1 : 16th Kilometer Rampur-Swar Road, Rampur-244 901 (U.P.) India
T : +91-595-2574752, 2574753 • F : +91-595-2574754

CORPORATE SOCIAL RESPONSIBILITY POLICY

PREAMBLE

We, at MENTHA & ALLIED PRODUCTS LTD., believe that our business is built around strong social relevance of inclusive growth by supporting the common man in meeting their financial needs. We equally believe that creation of large societal capital is as important as wealth creation for our share holders. As a responsible human organization, we are committed towards the above objective and are keen on developing a sustainable business model to ensure and activate our future growth drivers. We have been contributing to the societal wealth creation for the last several years irrespective of any regulatory compulsions as a realization of our above belief. In line with the regulatory expectations, we are putting in place a formal policy as a guide towards our social commitment going forward.

POLICY OBJECTIVES

The objective of the CSR Policy ("Policy") is to lay down the guiding principles in undertaking various programs and projects by or on behalf of the company relating to Corporate Social Responsibility ("CSR") within the meaning of section 135 of the Companies Act, 2013 read with Schedule VII of the Act and the CSR Policy Rules 2014("The Rules")

APPLICABILITY

The policy shall be applicable to all CSR activities of the company whether carried by it directly or through any implementation agency with effect from 30/08/2014

CSR COMMITTEE

CSR Committee means the committee of the board constituted in terms of Section 135 of the Companies Act, 2013 read with Rule 5 of the rules.

The CSR Committee as constituted comprise of

1. Subhash Nanda
2. Arvind Nanda
3. Anand Nanda

POWERS OF THE COMMITTEE

Following are the Powers of the CSR Committee:

- (i) Formulate CSR Policy and recommend the same to the Board of Directors of the Company for approval
- (ii) Recommend CSR activities as stated under Schedule VII of the Act
- (iii) Approve to undertake CSR activities in collaboration with Group companies/ other Companies/firms/NGOs etc. and to separately report the same in accordance with the CSR Rules
- (iv) Recommend the CSR Budget
- (v) Spend the allocated CSR amount on the CSR activities once it is approved by the Board of Directors of the Company in accordance with the Act and the CSR Rules
- (vi) Create transparent monitoring mechanism for implementation of CSR Initiatives in India
- (vii) Submit the Reports to the Board in respect of the CSR activities undertaken by the Company
- (viii) Monitor CSR Policy from time to time
- (ix) Monitor activities/charter of Joint Working Group (JWG) who are authorized to ensure that the CSR activities of the Company are implemented effectively
- (x) Authorize executives of the Company to attend the CSR Committee Meetings

ROLE OF THE BOARD

- a. After taking into account the recommendations made by the CSR Committee, approve the CSR Policy for the Company
- b. Ensure that the CSR activities included in this Corporate Social Responsibility Policy are undertaken by the Company.
- c. The Board may decide to undertake its CSR activities by the Company as approved by the CSR Committee, through a registered trust or a registered society or a Company established under section 8 of the Act, either singly or along with its holding or subsidiary or associate company, or along with any other company or holding or subsidiary or associate company of such other company.
- d. It shall have an established track record of three years in undertaking similar programs or projects/activities;
- e. Ensure that in each financial year the Company spends at least 2% of the average net profits of the company made during the three immediate preceding financial years, calculated in accordance with Section 198 of the Act, in pursuance of its CSR policy. Further, while spending the amount earmarked for CSR activities, preference should be given to local areas and areas around the Company where it operates,
- f. As per Section 135 of the Act, specify the reasons for under spending the CSR amount in the Board's Report.

CSR MONITORING AND REPORTING FRAMEWORK

In compliance with the Act and to ensure funds spent on CSR Activities are creating the desired impact on the ground a comprehensive Monitoring and Reporting framework has been put in place. The CSR Committee shall monitor the implementation of the CSR Policy through periodic reviews of the CSR activities. A progress report may be prepared/ taken noted in Board Meeting from time to time as a part of the evaluation process under the monitoring mechanism.

CSR EXPENDITURE

The CSR activities undertaken in India only shall amount to CSR Expenditure. CSR Expenditure shall include all expenditure including contribution to corpus for CSR activities approved by the Board on the recommendation of the CSR Committee but does not include any expenditure on an item not in conformity or not in line with activities which fall within the purview of Schedule VII of the Act.

CSR REPORTING

The Board Report of a Company shall include an Annual Report on CSR containing particulars specified in Annexure to the CSR Rules as per the prescribed format.

FREQUENCY OF MEETINGS

The meetings of the Committee could be held at such periodic intervals as may be required.

QUORUM

Minimum two (2) members shall constitute a quorum for the Committee meeting.

CHAIRMAN

In the absence of the Chairman, the members of the Committee present at the meeting shall choose one amongst them to act as Chairman.

SECRETARY

The Company Secretary or any other Officer not below the designation of Associate Director of the Company shall act as Secretary of the Committee.

REPORTING

On approval of the CSR policy or any amendments thereof, the contents of the policy shall be included in the Boards' report and the same shall be displayed on the web site of the company. At the end of each financial year, the CSR committee shall prepare a report of the CSR program in the prescribed form relating to the financial year and submit to the board for its inclusion in the Board's **report**.

Amendment to the Policy

The Board of Directors may amend this policy from time to time as the situation warrants and as may be recommend by CSR Committee.
