

# Mumbai Aviation Fuel Farm Facility Private Limited

## CSR POLICY

### 1. BACKGROUND

With effect from April 1, 2014, every company, private limited or public limited, which either has a net worth of Rs 500 crore or more or a turnover of Rs 1,000 crore or more or net profit of Rs 5 crore or more, needs to spend at least 2% of its average net profit for the immediately preceding three financial years on corporate social responsibility activities. The CSR activities should not be undertaken in the normal course of business and must be with respect to any of the activities mentioned in Schedule VII of the 2013 Act.

### 2. POLICY STATEMENT

To focus on sustainable and accessible development opportunities for the communities by addressing social concerns/needs and making positive change in the lives of stakeholders and communities through CSR programme and initiatives.

We look actively for opportunities to improve the environment and to contribute to the wellbeing of the communities.

Our CSR policy sets out the guiding principles we follow for selection, implementation and monitoring of CSR activities and programs as well as formulation of the annual action plan.

We are dedicated towards fulfilling the social objectives through various CSR activities and programs.

### 3. CSR ACTIVITIES

Schedule VII to the Companies Act, 2013 specifies activities which a Company is required to undertake. MAFFFL may undertake any activities specified under said schedule VII. Preferably, MAFFFL will focus to undertake, support and implement CSR activities in following area:

#### I. **GYAN (PROMOTING EDUCATION & SKILL ENHANCEMENT):**

- a. Renovation of existing premise used for education or Skill development;
- b. Providing Information technology (IT) infrastructure, furniture, electrical appliances, lab instruments, water purifiers, books, stationaries etc. to schools, education or skill development institutes;
- c. Providing education or training for underprivileged / Divyang etc.;
- d. Setting up and running of skill development centers;
- e. Imparting Vocational Training or Skill Training and/or placement assistance programmes.

#### II. **PRAKRUTI (ENVIRONMENTAL SUSTAINABILITY):**

- a. Providing electricity through solar power to the areas in the vicinity of Project sites;

- b. Tree Plantation.
- c. Ensuring environmental sustainability, ecological balance, bio-diversity, protection of flora and fauna, animal welfare, agroforestry, conservation of natural resources and maintaining quality of soil, air and water.

**III. AROGYA (HEALTH CARE):**

- a. Control of prevalent diseases and improvement in primary health access;
- b. Organise Medical health check-up camps, Blood donation camps etc;
- c. Assistance to organisations/Agencies providing support & care to people with life threatening diseases;
- d. Assistance to organisations/Agencies providing support & care for elderly persons.
- e. Providing/promoting health care including preventive health care.
- f. Providing/promoting sanitation.

**IV. UTKARSH (LIVELIHOOD ENHANCEMENT):**

- a. Undertake community need based projects that improve quality of life and promote local community development;
- b. Distribution of Equipments for Divyang / underprivileged people;
- c. Construction / renovation of toilets.

**V. YOGDAAN (CONTRIBUTION):**

- a. Contribution to the Prime Minister's National Relief 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;
- b. Contribution to the Clean Ganga Fund set-up by the Central Government for rejuvenation of river Ganga;
- c. Contribution to the Swach Bharat Kosh set-up by the Central Government.
- d. Contribution to any fund or activities as specified in schedule VII.

**4. ANNUAL ACTION PLAN AND SELECTION OF CSR ACTIVITIES**

The annual action plan for the CSR activities covering following will be formulated and CSR Committee will recommend the same to Board for its approval:-

- The list of CSR projects or programmes that are approved to be undertaken in the area of Schedule VII
- Manner of the execution of such projects
- Modalities of utilization of funds and implementation of schedule for the projects
- Monitoring and reporting mechanism for the projects or programmes; and
- Details of need and impact assessment, if any, for the project undertaken by the Company."

The CSR activities will be carried out preferably in and around the areas of the Locations / projects of the Company.

Following broad guidelines to be followed while selection of CSR activities:-

- A. CSR activities should fall under any of the category as specified in clause 3 of this policy.
- B. CSR activities should be in line with the policy statement as per clause 2 of this policy.

## **5. FUNDING AND IMPLEMENTATION**

In alignment with the Companies Act, 2013, at least 2% of the average of net profits of the company made during the three immediately preceding financial years or an amount as per amended CSR provisions from time to time shall be earmarked as CSR Budget.

The MAFFFL CSR team, comprising CEO, CFO & CS (hereinafter referred as CSR Team) will manage and implement the CSR projects/activities as approved by Board.

CSR Committee will ensure that the amount earmarked for CSR activities is spent for the identified CSR activities either directly or through Implementing Agencies. The Committee will periodically identify the CSR activities, budget/planned expenditure and implementation schedule etc.

## **6. MONITORING**

- a. The CSR Committee shall meet as appropriate to review and monitor the implementation of CSR activities.
- b. Basis the reasonable justification, the annual action plan for the CSR activities may be recommended for alteration by the CSR Committee for Boards approval at such intervals as it may deem fit.
- c. The Board shall include in its report to the shareholders, the annual report on CSR activities as per the format specified under the Rules.
- d. The Company Secretary of the Company shall assist the Board for performing their respective duties under the CSR Policy, any changes by the Government in the regulations governing the CSR activities.
- e. Fund Utilization Certificate duly certified by Chartered Accountant will be submitted by the Implementing Agencies for the allocated CSR fund.

## **7. AMENDMENTS**

The Board of Directors of the Company, may at the recommendation of the CSR Committee or otherwise, is entitled to amend, suspend or rescind this Policy at any time. Any difficulties or ambiguities in the Policy will be resolved by the CSR Committee in line with the broad intent of the Policy and in consultation with the Board of Directors.

The Policy shall stand amended in case of any statutory modifications of amendments in the Act or Rules pertaining to CSR to the extent of such amendment.

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