

#### CSR POLICY

This Corporate Social Responsibility (hereinafter referred to as 'CSR') Policy is framed in terms of the Companies Act, 2013 (hereinafter referred to as 'the Act') read with the Companies (Corporate Social Responsibility Policy) Rules, 2014 (hereinafter referred to as 'the CSR Rules'), as amended from time to time.

Programmes, projects and activities (hereinafter collectively referred to as 'CSR Programmes') carried out in this regard are the subject matter of this Policy.

# **Philosophy**

As a responsible corporate citizen and as part of its endeavor towards inclusive development of society and community at large, Perfect ID India Private Limited (Perfect ID) recognizes the significance of the philosophy and the concept of CSR, to maximize shared value among organizations, employees, customers, shareholders, and community members. While the precise value looks different for each of these stakeholders, the mutually beneficial nature of CSR initiatives can still be sustained.

# **Objective**

As a responsible corporate citizen and as part of its endeavour towards inclusive development of society and community at large, Perfect ID recognizes the significance of the philosophy and the concept of CSR, which will add value to the operations and contribute towards the long term sustainability of the business and eventually, enhance the interests of the stakeholders and the society.

### **CSR Activities:-**

The scope of the CSR activities of the Company will cover the following areas but not limited to the same and may extend to other specific projects/ programs as permitted under the law from time to time.

Sr. No.	Area	Activities/Initiatives/Programs
1	Promoting education,	Construction and running of schools and libraries,
	including special	vocational training and special education institutes,
	education and	providing financial assistance and scholarships for
	employment enhancing	higher education. Undertaking and skills and
	vocation skills	entrepreneurship programs
	especially among	
	children, women,	
	elderly, and the	

**Regd. Off.:** Ground Floor, Center Block, 188 Poonamallee High Road, Kilpauk, Chennai - 600010, Tamil Nadu, India

Tel. : 011 4102 4861, Mob. +91-9654 031 467, E-mail: finance@perfectid.com, Web: www.perfectid.com **Unit 1:** KH-746, 11 Milestone, Delhi-Meerut Road, Near HLM College, Saithli, Ghaziabad - 201003 (UP).



_		
	differently abled and livelihood enhancement projects	
2	Eradicating hunger, poverty and malnutrition	Agro Based livelihoods, Better Cotton Initiatives, Agriculture Development, Krishi Vigyan Kendra
3	Promoting health care including preventive healthcare and sanitation	Health and Sanitation Development programs, medical camps, programs for HIV Aids etc.
4	Providing safe drinking water	Drinking water programs, construction of check dams, dykes, ponds, links, channels, wells and water storage tanks.
5	Women Empowerment and Facilities for Senior Citizens	Setting up centres and institutions for women & senior citizenship. Promoting SHGs amongst women for undertaking income generating activities.
6	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;	Horticulture plantation, agro farm forestry, afforestation, projects on non-conventional energy (biogas), animal husbandry programs, forest conservation projects, water resource management and soil conservation, promoting micro-irrigation etc.
7	Promotion and protection of religion, art & culture	Protection of national heritage, religious places, 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;
8	Measures for the benefit of armed forces veterans, war widows and their dependents	Activities/programs for benefit of armed forces and families
9	Training to promote rural sports, nationally recognised sports, paralympic sports and Olympic sports;	Projects/programs promoting various sports activities

**Regd. Off.:** Ground Floor, Center Block, 188 Poonamallee High Road, Kilpauk, Chennai - 600010, Tamil Nadu, India

Tel. : 011 4102 4861, Mob. +91-9654 031 467, E-mail: finance@perfectid.com, Web: www.perfectid.com **Unit 1:** KH-746, 11 Milestone, Delhi-Meerut Road, Near HLM College, Saithli, Ghaziabad - 201003 (UP).



10	Contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government;	Projects/programs for the development and upgrading of technology
11	Contribution/Financial Assistance	Contribution to 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
12	Rural development projects	Rural infrastructure projects and agriculture development programs and projects

#### **Exclusion from CSR**

The following activity shall not form part of the CSR activities of the Company: -

- 1. The activities undertaken in pursuance of normal course of business of a company.
- 2. CSR projects/programs or activities that benefit only the employees of the Company and their families.
- 3. Any contribution directly/indirectly to political party or any funds directed towards political parties or political causes.
- 4. Any CSR projects/programs or activities undertaken outside India.

### The Board of Directors of the Company shall:

- ➤ Approve CSR policy of the Company.
- Ensure 2% mandatory spend of the average net profit of preceding 3 years.
- ➤ Carry out activities which will qualify as CSR under Schedule VII of the Companies Act, 2013 and rules relating to CSR, as amended from time to time.
- ➤ Undertake activities that qualify as CSR under Schedule VII of the Companies Act, 2013 and rules relating to CSR, as amended from time to time based on urgency and need arising out of circumstances such as natural disasters and emergencies.
- ➤ Approve the Annual Action Plan (including amendments thereto) as recommended by the CSR Committee.

Regd. Off.: Ground Floor, Center Block, 188 Poonamallee High Road, Kilpauk, Chennai - 600010, Tamil Nadu, India

Tel. : 011 4102 4861, Mob. +91-9654 031 467, E-mail: finance@perfectid.com, Web: www.perfectid.com **Unit 1:** KH-746, 11 Milestone, Delhi-Meerut Road, Near HLM College, Saithli, Ghaziabad - 201003 (UP).



- ➤ Disclose the Composition of CSR Committee, Framework & Policy, approved projects on the Company's website as prescribed under Section 135 of the Companies Act 2013
- ➤ Categorize a project as a multi-year project, wherever required, in line with provisions of Companies Act, 2013.
- ➤ Approve setting off excess amount spent in any financial year for the next three financial years.
- Ensure that the Company gives preference to the local areas around its operations for spending the amount earmarked for CSR projects.
- Ensure that the social programs undertaken are aligned to the CSR Policy of the Company and CSR funds disbursed have been utilized for the purposes and in the manner as approved.

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

- Formulate and recommend the CSR Policy to the Board for approval.
- Recommend Annual Action Plan (including amendments thereto) to the Board.
- Recommend the amount of expenditure to be incurred on CSR programs.
- Monitor the Policy from time to time.

#### **CSR Committee**

CSR Committee shall be formed as per the applicable laws and the committee shall be responsible for the implementation/monitoring and review of this policy and various projects/activities undertaken under the policy. The CSR Committee shall submit periodical reports to the board of directors.

#### **CSR Implementation Team**

- ➤ Seek guidance from the Board & CSR Committee regarding policy, budget, and implementation guidelines.
- Ensure CSR-1 form is obtained from implementing agencies or any other regulatory/statutory requirement, as may be required for appointing implementing agency(s), is adhered with.
- ➤ Prepare and submit annual action plan to CSR committee.
- Spread awareness regarding approved CSR policy.
- ➤ Provide guidance to volunteers/sub-teams/specific unit teams at various locations to ensure that the CSR policy and framework are adhered to.
- ➤ Recommend targets and timelines for implementation of developmental initiatives.
- Apprise project performance periodically to the Board & CSR Committee highlighting material deviations with reasons.
- Facilitate effective implementation of Company's CSR plan across locations.
- Allocate appropriate resources to achieve desired performance in alignment with CSR targets and initiatives.
- Ensure project feasibility/project evaluation is as carried out considering the standard operating process/internal checks as per the management circulated checklists and procedure.

#### Monitoring, Evaluation and Reporting

**Regd. Off.:** Ground Floor, Center Block, 188 Poonamallee High Road, Kilpauk, Chennai - 600010, Tamil Nadu, India

Tel. : 011 4102 4861, Mob. +91-9654 031 467, E-mail: finance@perfectid.com, Web: www.perfectid.com **Unit 1**: KH-746, 11 Milestone, Delhi-Meerut Road, Near HLM College, Saithli, Ghaziabad - 201003 (UP).



The Committee Members will receive in a prescribed format, a quarterly report on progress of projects and CSR spend from CSR implementation team.

A presentation on the progress of the CSR projects / activities will be made to the Committee by the CSR Implementation Team at in-house meetings held from time to time, as may be required. An annual presentation will be made to the Committee which will also include the details of the projects / activities planned for the ensuing year and its respective budgets.

Basis of above, CSR Committee to accordingly make a final presentation to the Board.

## **Meeting & Quorum**

The CSR Committee will meet periodically as and when required with at least two meetings of the Committee to be held in a year. Quorum of the meeting shall be at least two members either present in person or vide Audio Video Conferencing/Online facility.

The Board of Directors of Perfect ID will review the implementation of CSR every six months.

# **CSR Spend**

The Board of the Company shall allocate at least 2% of the average profit (as required by the Companies Act, 2013) during the three preceding financial years.

In case of any surplus arising out of CSR programs the same shall not form part of business profits of the Company and shall be ploughed back into its CSR programmes. The Company will comply with the provisions of the Act and the CSR Rules with respect to Unspent CSR amount with regard to Ongoing Projects and projects not classified so.

#### **CSR Certification**

The Chief Financial Officer or the individual responsible for financial management shall certify that the funds disbursed have been utilized for the purposes and in the manner as approved by the Board and proper due diligence has been carried out by CSR implementation team.

## **Annual Report & Disclosures**

CSR Committee shall ensure effectiveness of CSR programs and spends through third party audits, as may be required and report to the Board accordingly. It shall also ensure the Board Report will include an Annual Report on the CSR activities in the format specified under the provisions of Companies Act, 2013 and rules thereunder. Impact Assessment Reports, as may be required, shall also be attached to the Annual report on CSR.

**Regd. Off.:** Ground Floor, Center Block, 188 Poonamallee High Road, Kilpauk, Chennai - 600010, Tamil Nadu, India

Tel. : 011 4102 4861, Mob. +91-9654 031 467, E-mail: finance@perfectid.com, Web: www.perfectid.com **Unit 1 :** KH-746, 11 Milestone, Delhi-Meerut Road, Near HLM College, Saithli, Ghaziabad - 201003 (UP).