

**CORPORATE SOCIAL**  
**RESPONSIBILITY POLICY**  
**OF**  
**MANOJ JEWELLERS LIMITED**

**MANOJ JEWELLERS LIMITED** is engaged in the retail and wholesale business of jewellery and ornaments made from gold and diamonds, embellished with precious and semiprecious stones. Our extensive portfolio includes a wide range of items such as rings, earrings, armlets, pendants, gajrahs, nose rings, bracelets, chains, necklaces, bangles, and other wedding jewellery pieces.

**The objective of the policy:**

This Policy shall be read pursuant to the provisions of Section 135 of the Companies Act 2013, Companies (Corporate Social Responsibility Policy) Rules, 2014 and such other rules, regulations, circulars, and notifications (collectively referred hereinafter as 'Regulations') as may be applicable and as amended from time to time and will, inter-alia, provide for the following:

- i. Establishing a guideline in compliance with the statutory provisions to dedicate a percentage of the Company's profits for social projects.
- ii. Ensuring the implementation of Corporate Social Responsibility (CSR) initiatives in letter and spirit through appropriate procedures and reporting.
- iii. Creating opportunities for employees to participate in socially responsible initiatives.

**Corporate Responsibility Committee**

The Company shall constitute the CSR Committee as and when it exceeds the limit as mentioned under section 135(9) of the Companies Act, 2013 and till such time the Board of Directors shall discharge the functions of the Committee. The Board shall primarily be responsible for undertaking, implementing and reviewing CSR Projects. The Company recognizes its responsibility towards communities, customers and business partners.

The responsibilities of the Board are as under

- i. Formulate, update and approve the CSR Policy
- ii. Approve projects that are in line with the CSR policy
- iii. Put monitoring mechanisms in place to track the progress of each project
- iv. Approve the CSR expenditure
- v. Meet at least twice a year to review the progress made

**Our CSR Mission:**

1. Ensuring socio-economic development of the community through different participatory and need- based initiatives in the best interest of the poor and deprived sections of the society so as to help them to become Self - Reliant and build a better tomorrow for themselves.
2. Ensuring environmental sustainability through ecological conservation and regeneration, protection & promoting biodiversity.

**CSR Activities:**

The CSR activities we pursue will be in line with our stated Vision and Mission, focused not just around our office and branches/ shops, but also in other geographies based on the needs of the communities.

The Policy recognizes that Corporate Social Responsibility is not merely compliance; it is a commitment to support initiatives that measurably improve the lives of underprivileged by one or more of the following focus areas as notified under Section 135 of the Companies Act 2013 and Companies (Corporate Social Responsibility Policy) Rules 2014:

- i. Eradicating hunger, poverty & malnutrition, promoting health care including preventive health care and sanitation including contribution to the Swachh Bharat Kosh set-up by the Central Government for the promotion of sanitation and making available safe drinking water;
- ii. Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled & livelihood enhancement projects;
- iii. Promoting gender equality, empowering women, setting up homes and hostels for women and orphans, setting up old age homes, day care centers and such other facilities for senior citizens and measures for reducing inequalities faced by socially & economically backward groups;
- iv. 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 including contribution to the Clean Ganga Funds set-up by the Central Government for rejuvenation of river Ganga;
- v. Protection of national heritage, 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;
- vi. Measures for the benefit of armed forces veterans, war widows and their dependents, Central Armed Police Forces (CAPF) and Central Para Military Forces (CPMF) veterans, and their dependents including widows;
- vii. Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports;
- viii. Contribution to the Prime Minister's National Relief Fund or Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund (PM CARES 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;

- ix. Contribution to incubators or research and development projects in the field of science, technology, engineering and medicine, funded by the Central Government or State Government or Public Sector Undertaking or any agency of the Central Government or State Government; and Contributions to public funded Universities; Indian Institute of Technology (IITs); National Laboratories and autonomous bodies established under Department of Atomic Energy (DAE); Department of Biotechnology (DBT); Department of Science and Technology (DST); Department of Pharmaceuticals; Ministry of Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (AYUSH); Ministry of Electronics and Information Technology and other bodies, namely Defense Research and Development Organisation (DRDO); Indian Council of Agricultural Research (ICAR); Indian Council of Medical Research (ICMR) and Council of Scientific and Industrial Research (CSIR), engaged in conducting research in science, technology, engineering and medicine aimed at promoting Sustainable Development Goals (SDGs);
- x. Rural development projects;
- xi. Slum area development;
- xii. Contribution to corpus of a Trust / Society / Section 8 Companies etc., created exclusively for CSR activities;
- xiii. Disaster management, including relief, rehabilitation and reconstruction activities

The Above list is illustrative not exhaustive. All activities under the CSR activities should be environment friendly and socially acceptable to the local people and Society.

**Scope and Focus:**

1. Ensuring environmental sustainability and ecological balance –
  - a) Plantation drives in schools, villages, our manufacturing units & offices/business premises and other areas in general;
  - b) Promoting agro-forestry;
  - c) Protection of flora & fauna;
  - d) conservation of natural resources
  - e) Maintaining quality of soil, air & water.
  - f) Adoption of wastelands to cultivate plants;
  - g) Promoting biodiversity;
  - h) Animal welfare and veterinary services.
  - i) Technical support and Knowhow for improving farming and building capacities of small farmers.
  - j) Promoting alternate energy resources.
2. Promotion of education especially among children, women, elderly and the differently abled including:
  - a) Non-formal education programmes.
  - b) Supporting schools with infrastructure like benches, toilets, potable water, fans etc.
  - c) Supporting other educational institutions.
  - d) Improving educational facilities in general.
  - e) Supporting children for higher education.

3. Rural Development Projects.

- a) Arrangements for Preventive health care
- b) Providing sanitation facilities
- c) Making available safe drinking water.

4. National heritage, art and culture

Support artists, including writers, poets, painters, musicians, singers, dancers and theatre artists, in collaboration with organizations through contribution towards operational needs, performance activities, livelihoods, and other opportunities to encourage preservation of cultural and traditional Indian art forms. Undertake restoration of architectural structures, historical monuments, and water bodies.

5. Other Activities

- a) Welfare for differently disabled persons
- b) Setting up public libraries
- c) Reducing inequalities faced by the socially and economically backward groups

6. Such other activities as the Board may consider to be appropriate.

**CSR Budget**

The total budget for the CSR projects will be decided by the Board.

**Implementation**

We will strive to implement the aforesaid CSR activities on our own to the extent possible. At the same time, we recognize need to work in partnership with other players also. This would include:

1. Collaborating with various organisation, which are registered as a Trust or a section 8 company under the Companies Act, 2013 or Society or NGOs or any other form of entity incorporated in India that specialise in the aforesaid activities.
2. Contribution to various funds which are aligned with our Vision and Mission e.g.
  - a) Prime Minister's National Relief Fund
  - b) Any other fund set up by the Central Government for:
    - Socio-economic development and relief.
    - For the welfare of Scheduled Castes, the Scheduled Tribes, other Backward classes, minorities and women.
3. Collaborating or pooling resources with other companies to undertake aforesaid CSR activities.

**CSR Funds**

The corpus for the purpose of carrying on the aforesaid activities would include the

followings:

- 2% of the average Net Profit made by the Company during immediately preceding three Financial Years.
- Any income arising there from.
- Surplus, if any, arising out of CSR activities carried out by the company will be further used in development of the CSR projects and such surplus will not be part of business profit of the company.

**Policy Review**

The Board of Directors shall periodically review the CSR Policy as may be required to bring the same in line with the guidelines or amendments issued from time to time by Government on the subject.

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