

**BLUE DART AVIATION LIMITED**  
**Corporate Social Responsibility**  
**(CSR) Policy**

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## CONCEPT AND OBJECTIVES

This document articulates Blue Dart's Corporate Social Responsibility (CSR) Policy ('Policy'). This Policy applies to all CSR activities of Blue Dart Aviation Limited and conforms to the requirements of Section 135 of the Companies Act, 2013 as amended from time to time, rules notified thereunder and any other applicable provisions.

### **CSR definition as per the Companies (CSR Policy) Amendment Rules, 2021**

"Corporate Social Responsibility (CSR)" means the activities undertaken by a Company in pursuance of its statutory obligation laid down in section 135 of the Act in accordance with the provisions contained in these rules, but shall not include the following, namely:-

- (i) activities undertaken in pursuance of normal course of business of the company:

Provided that any company engaged in research and development activity of new vaccine, rugs and medical devices in their normal course of business may undertake research and development activity of new vaccine, drugs and medical devices related to COVID-19 for financial years 2020-21, 2021-22, 2022-23 subject to the conditions that

- (a) such research and development activities shall be carried out in collaboration with any of the institutes or organisations mentioned in item (ix) of Schedule VII to the Act;
- (b) details of such activity shall be disclosed separately in the Annual report on CSR included in the Board's Report;

- (ii) any activity undertaken by the company outside India except for training of Indian sports personnel representing any State or Union territory at national level or India at international level
- (iii) contribution of any amount directly or indirectly to any political party under section 182 of the Act;
- (iv) activities benefitting employees of the company as defined in clause (k) of section 2 of the Code on Wages, 2019 (29 of 2019);
- (v) activities supported by the companies on sponsorship basis for deriving marketing benefits for its products or services;
- (vi) activities carried out for fulfilment of any other statutory obligations under any law in force in India;

The concept of CSR has gained prominence in various organisations. For Blue Dart, CSR means not only investment of funds for social activity but also integration of business processes with social processes and benefit.

At Blue Dart, we believe that giving back to society is not just a 'Corporate Social Responsibility'. It is our duty as an organisation towards our fellowmen and our environment from where we draw our resources.

### **CSR BUDGET**

Pursuant to provisions of Companies Act, 2013, every company is required to spend in every Financial Year, at least 2% (two percent) of the average net profits of the Company made during the 3 (three) immediately preceding Financial Years.

(Net profit is to be calculated in accordance with the provisions of Section 198 of Companies Act, 2013 and the rules formulated thereunder).

The total budget for the CSR projects will be decided by the CSR Committee and recommended to the Board for their approval.

The board shall ensure that the administrative overheads shall not exceed five percent of total CSR expenditure of the company for the financial year.

Any surplus arising out of the CSR activities shall not form part of the business profit of a company and shall be ploughed back into the same project or shall be transferred to the Unspent CSR Account and spent in pursuance of CSR policy and annual action plan of the company or transfer such surplus amount to a Fund specified in Schedule VII, within a period of six months of the expiry of the financial year.

#### **Treatment of unspent CSR amount-**

- **Unspent amount not relating to ongoing Project:**

Where amount doesn't relate to any ongoing project, then in case of failure to spend the same, will require carry forward of the same to a Fund under provisions of law (Schedule VII), within 6 months of close of financial year, in addition to disclosure of reasons for not spending in Board Report.

- **Unspent amount relating to Ongoing Project –**

To be transferred within a period of 30 days from the end of the financial year to a special account to be opened by the company in that behalf for that financial year in any scheduled bank to be called the Unspent Corporate Social Responsibility Account (UCSRA).

- **Extended time for spending unspent amount relating to ongoing Project –**

Such amount shall be spent within a period of 3 financial years from the date of such transfer, failing which, the company shall transfer the same to a Fund specified in Schedule VII, within a period of 30 days from the date of completion of the third financial year.

## CSR ACTIVITIES

**The Company proposes to spend in the areas/ activities contemplated under Schedule VII of the Companies Act, 2013 and notified from time to time as below:**

- Eradicating hunger, poverty and 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.
- Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly and the differently abled and livelihood enhancement projects.
- Promoting gender equality, empowering women , setting up homes and hostels for women and orphans, setting up old age homes, day care centres and such other facilities for senior citizens, and measures for reducing inequalities faced by socially and economically backward groups.
- 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 fund set-up by the Central Government for rejuvenation of River Ganga.
- Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art, setting up of public libraries, promotion and development of traditional arts and handicrafts.
- Measures for the benefit of armed forces veterans, war widows and their dependants.
- Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports.

- 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, Scheduled Tribes, other Backward Classes, Minorities and Women.
- Contribution or funds provided to technology incubators located within academic institutions which are approved by the Central Government.
- Contributions to disaster management including relief, rehabilitation and reconstruction activities
- Contributions to public funded Universities, Indian Institute of Technology (IITs), National Laboratories and Autonomous Bodies (established under the auspices of Indian Council of Agricultural Research (ICAR), Indian Council of Medical Research (ICMR), Council of Scientific and Industrial Research (CSIR), Department of Atomic Energy (DAE), Defence Research and Development Organisation (DRDO), Department of Science and Technology (DST), Ministry of Electronics and Information Technology) engaged in conducting research in science, technology, engineering and medicine aimed at promoting Sustainable Development Goals (SDGs).
  
- Rural Development Projects.
- Slum Development

### **CSR COMMITTEE**

Pursuant to the provision of the Companies Act, 2013 and amendments, if any, made thereafter, every company having a net worth of Rs. 500 crore or more or turnover of Rs. 1,000 crore or more or a net profit of Rs. 5 crore or more during the immediately preceding financial year shall constitute a Corporate Social Responsibility Committee (CSR) of the Board consisting of three or more Directors out of which at least one Director shall be an Independent Director.

In the Meeting of the Board of Directors of the Company held on July 29, 2021, Blue Dart Aviation Limited re-constituted the CSR Committee as contemplated under the provisions of the law.

The CSR Committee of the Board comprises of Air Marshal M.McMahon (Retd.) as Chairman of the Committee and Mr. Tushar K. Jani and Ms. Tulsi Nowlakha Mirchandaney, and Mr. Sharad Upasani as members of the Committee.

- The CSR Committee reports to the Board and provides oversight and guidance on CSR performance and monitors compliance with the CSR Policy, commitments and applicable CSR provisions.
- The CSR Committee formulates and recommends to the Board an annual action plan which includes the modalities of utilisation of CSR funds and implementation schedules for the projects or programmes, monitoring and reporting mechanism for the projects or programmes and details of need and impact assessment for the projects undertaken by Blue Dart.

The CSR Committee also recommends any alteration in the annual action plan at any time during the year and updates, if any, required to the CSR Policy

- The CSR Committee determines the overall scope of, provides inputs on, and recommends adoption of the CSR Report to the Board and reviews the effectiveness of the CSR Policy and activities included in the CSR Policy.
- The Board monitors and reviews the performance and impact of the CSR programmes, provides input and course corrections, if required and satisfies itself that the CSR funds so disbursed have been utilized for the purposes and in the manner as approved by it.

Responsibilities of the Committee:



- Formulate and update the CSR Policy, which will be approved by the Board
- Recommend the CSR expenditure to the Board for approval.
- Monitor the CSR activities.

### **CSR GOVERNANCE STRUCTURE**

The Company has also constituted a CSR Implementation/Management Committee comprising of the Chief Financial Officer, Chief Human Resource Manager and Chief Administration Manager for the implementation and execution of the CSR initiatives adopted by the Company in accordance with the Provisions of Companies Act, 2013.

### **MONITORING AND REPORTING**

Periodic monitoring and reporting will be done by the internal team to the best extent possible. If there is a requirement of any designated templates mandated by the Act and internal team is not equipped with the same, external advice/consultant to validate the same is recommended.

The progress of CSR activities / initiatives under implementation will be reported to the Committee on a periodic basis. The CSR expenditure incurred by the Company for any CSR projects/ activities would be subject to review and due diligence and expenditure incurred shall be certified as regards end usage.

The Board of a company shall satisfy itself that the funds so disbursed have been utilised for the purposes and in the manner as approved by it. The Chief Financial Officer or the person responsible for financial management shall certify to the effect.

In case of ongoing project, the Board of a Company shall monitor the implementation of the project with reference to the approved timelines and

year-wise allocation and shall be competent to make modifications, if any, for smooth implementation of the project within the overall permissible time period.

A yearly report on CSR activities will be included in Company's Annual Report

### **DISCLOSURE ON THE WEBSITE**

As per the Companies (Corporate Social Responsibility Policy) Rules, 2014, Blue Dart has placed below disclosures on its website viz; [www.bluedartaviation.com](http://www.bluedartaviation.com)

- Composition of CSR Committee;
- CSR Policy; and
- Projects approved by the Board.

### **AMENDMENTS**

Amendments from time to time to the CSR Policy, if any, shall be considered by the Board based on the recommendations of the CSR Committee.

### **GENERAL**

In case of any ambiguity or clarification with regard to any provision of Blue Dart's CSR Policy and in respect of any matters not covered herein, a reference may be made to the CSR Committee. In all such matters, the interpretation and decision of the Committee shall be final.

The provisions of the CSR Policy would be subjected to revision/ amendment in accordance with the guidelines on the subject as may be issued by Government, from time to time, and the Managing Director is authorised to amend it suitably as deemed necessary.