

CORPORATE SOCIAL RESPONSIBILITY POLICY

OF

MAXOP ENGINEERING COMPANY PRIVATE

LIMITED

INTRODUCTION

Maxop has always endeavoured to conduct its business responsibly, mindful of its social accountability, respecting applicable laws and with regard for human dignity. CSR at Maxop is a sincere devotion that stems out of genuine concern and strives to provide comprehensive and sustainable development to the underprivileged and contributing towards the betterment of the society especially to the weaker section through various welfare initiatives.

The Board of Directors of Maxop has adopted the following policy with regard to Corporate Social Responsibility. The Board may review and amend this policy from time to time subject to the recommendations of Corporate Social Responsibility Committee.

POLICY

1. To direct Maxop's CSR Programmes, inter alia, towards achieving one or more of the following –
 - (i) eradicating hunger, poverty and malnutrition, promoting healthcare including preventive health care and 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 and 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 centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and 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;
 - (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;
 - (vii) training to promote rural sports, nationally recognised sports, paralympic sports and Olympic sports;
 - (viii) 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;

- (ix) contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government;
- (x) rural development projects."

2. To pursue CSR Programmes primarily in areas that fall within the economic vicinity of the Company's operations to enable close supervision and ensure maximum development impact;

CSR FUNDS

The company shall allocate at least 2% of its average net profits before taxes of the preceding three years, towards CSR activities to improve the quality of life of the communities it serves. Any surpluses arising out of CSR projects or programmes or activities shall be re-deployed back into CSR activities and will not form a part of the business profits of the company.

IMPLEMENTATION

Maxop will implement CSR Programmes through Company personnel or through external implementing agencies or through **SAARTHI Foundation** (and other Registered Trusts / Society or a Section 8 Company that are established or that may be established by the Company. In such cases, the Company will specify the CSR Programmes which may be undertaken by those Trusts/Societies or Section 8 companies in accordance with their objects and administrative and accounting processes laid down in the respective Trust Deeds/ Memorandum and Articles of Association.

COMPOSITION OF CSR COMMITTEE

CSR committee shall consist of the following directors:

- Mr. Shailesh Arora, Managing Director
- Mrs. Urvi Arora, Director

The committee will formulate, recommend and oversee the Corporate Social Responsibility Policy of the Company which will be further approved by Board of Directors.

MONITORING

Every year, the CSR Committee will place for the Board's approval, a CSR Plan delineating the CSR Programmes to be carried out during the financial year and the specified budgets thereof. The Board will consider and approve the CSR Plan with any modification that may be deemed necessary.

The CSR Committee will assign the task of implementation of the CSR Plan within specified budgets and timeframes to such persons or bodies as it may deem fit.

The persons/bodies to which the implementation is assigned will carry out such CSR Programmes as determined by the CSR Committee within the specified budgets and timeframes and report back to the CSR Committee on the progress thereon at such frequency as the CSR Committee may direct.

The CSR Committee shall review the implementation of the CSR Programmes periodically and issue necessary directions from time to time to ensure orderly and efficient execution of the CSR Programmes in accordance with this Policy.

The CSR Committee will review periodically and keep the Board apprised of the status of the progress of implementation of the approved CSR Programmes.

Finally at the end of every financial year, the CSR Committee will submit its report to the Board.

REPORTING

The Board's Report of the Company to include an Annual Report on CSR containing particulars specified in the annexure to the rule pertaining to a financial year commencing from April 1, 2014.

DISCLOSURES

The contents of the approved CSR Policy shall be disclosed in the Board's Report and displayed on the Company's website.