
CORPORATE SOCIAL RESPONSIBILITY

CSR Policy under the Companies Act, 2013 (18 of 2013) and
Companies (Corporate Social Responsibility Policy) Rules, 2014

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INTRODUCTION

Extentia Information Technology Private Limited (“Extentia”) has been involved in Community Development activities through its platform Sakaar, to make a difference within the community.

Since the launch of Sakaar in 2001, whether it’s promoting various career development programs, running healthcare boot camps, or contributing to donation drives, we ensure that our corporate social responsibility programs add value to the community one step at a time.

The initiatives taken by Extentia are in consonance with projects and programs relating to activities specified under Schedule VII to the Companies Act, 2013 (“Act”) and Companies (Corporate Social Responsibility Policy) Rules, 2014 (“Rules”).

OBJECTIVE OF THE POLICY

The objective of the policy is to promote learning and development, empowering young adults, developing strong leaders, and championing for the advancement of the community through various initiatives and long-term partnerships. We take our company social responsibility seriously and work closely with established social organizations and support new initiatives each year.

THE GOVERNANCE MODEL

Constitution of the CSR Committee

Pursuant to Section 135 of the Companies Act 2013, the Board of Directors shall constitute the Corporate Social Responsibility (CSR) Committee. The members in the committee shall be appointed by the Board of Directors of Extentia which shall consist of at least two or more Board Directors.

The members of the committee would include:

- a) Umeed Kothavala
- b) Marc Cremer
- c) Naazneen Boocho
- d) Celina Ramchandran
- e) Surbhi Desai

The CSR committee shall hold at least one CSR Committee meeting in a financial year. The CSR Committee shall decide the CSR programs and initiatives for each financial year and accordingly recommend the agenda to the Board of Directors.

The CSR agenda for the financial year shall indicate the activities to be undertaken for the financial year, and the expenditure to be incurred on the CSR programs and initiatives.

Board of Directors

The Board of Directors shall take into account the recommendations made by the CSR Committee and approve the CSR programs for Extentia.

Role of the CSR Committee

- a) To recommend the amount of expenditure to be incurred on the CSR activities;
- b) To formulate the CSR Budget based on the CSR activities planned for the year;
- c) To create an effective due diligence and monitoring mechanism for implementation of the approved CSR activities;
- d) To submit reports to the Board of Directors in respect of the CSR activities undertaken by Extentia and
- e) To decide on the locations for CSR activities.

PROGRAMS UNDER THE POLICY

In accordance with Schedule VII of the Act and the Rules, Extentia shall undertake CSR activities included in its plan for that year, as recommended by the CSR Committee at the beginning of each year. The Committee is authorized to approve any modification to the existing CSR plan or to propose any new program during the financial year under review.

MONITORING OF THE CSR PROGRAMS

Progress, Monitoring and Reporting

- a) Extentia will review the project proposal and monitor the implementation of the projects on regular basis and establish evaluation framework for supported causes;
- b) Extentia will lay down organizational supervision and oversight requirements before release of funds;
- c) CSR committee shall report and keep the Board updated, regarding the expenses incurred on donations and CSR activities for the year.

BUDGET AND EXPENDITURES

Extentia shall allocate a budget towards each of the CSR activities falling within the purview of the objectives of this policy. The CSR expenditure shall include all actual expenditures including contribution to corpus or on project or programs relating to CSR activities recommended by the CSR Committee and approved by the Board of Directors but shall not include any expenditure that does not fall within the purview of Schedule VII of the Act.

REPORTING

The expenditure for the financial year will be tracked by the CSR committee and reported to the Board members in the CSR committee meetings.

ANNEXURE

Schedule VII of the Companies Act, 2013

- 1) Eradicating hunger, poverty and malnutrition, promoting preventive health care and sanitation and making available safe drinking water;
- 2) Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects;
- 3) 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;
- 4) Ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agroforestry, conservation of natural resources and maintaining quality of soil, air and water;
- 5) 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;
- 6) Measures for the benefit of armed forces veterans, war widows and their dependents;
- 7) Training to promote rural sports, nationally recognised sports, Paralympic sports and Olympic sports;
- 8) 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;
- 9) Contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government
- 10) Rural development projects;
- 11) Any other measures with the approval of Board of Directors on the recommendation of CSR Committee subject to the provisions of Section 135 of Companies Act, 2013 and rules made there-under.