

MRO-TEK REALTY LIMITED

“CSR POLICY”

This policy was amended and approved by the Board of Directors on 26.06.2020

CSR POLICY OF MRO-TEK REALTY LIMITED

This policy, which encompasses the company's philosophy for delineating its responsibility as a corporate citizen and lays down the guidelines and mechanism for undertaking socially useful programmes for welfare & sustainable development of the community at large, is titled as the 'MRO-TEK-CSR Policy'

The Company believes that the true and full measure of growth, success and progress lies beyond financials or conventional economic indices. It is best reflected in the difference that business and industry make to the lives of people.

APPLICABILITY:

This policy comprises the Company's philosophy for representing its responsibility as a corporate citizen and formulates the guidelines and mechanisms for undertaking development programs for sustainable development of the community at large and is titled as the '**MRO-TEK CSR Policy**'.

This policy shall apply to all CSR initiatives and activities taken at the various locations of the Company, at the local community for the benefit of different segments of the society, specifically the women, children and the community as a whole.

As per Section 135(1), of the Act, CSR is mandated if the Company fulfills any of the below criteria during the immediately preceding financial year], then the Company need to comply with Section 135 and the Rules made there under.

- Companies having net worth of Rs. 500 crores or more or
- Companies having turnover of Rs. 1000 crores or more or
- Companies having a Net profit of Rs. 5 crores or more

However, if for three consecutive financial years it ceases to comply with the criteria, then the Company shall not:

- (a) Constitute a CSR Committee
- (b) Comply with the provisions of Section 135 (2) to (5)

Until it meets the aforesaid criteria again

CSR VISION STATEMENT & OBJECTIVE:

1. Board level CSR Committee

At MRO-TEK, our CSR governance structure will be headed by the Board Level CSR committee that will be ultimately responsible for the CSR projects undertaken. The committee will report to our Board of Directors

2. Role of CSR Committee

- Formulate and update our CSR Policy, which will be approved by the Board of MRO-TEK
- Suggest areas of intervention to the Board of MRO-TEK
- Approve projects that are in line with the CSR policy
- Put monitoring mechanisms in place to track the progress of each project
- Recommend the CSR expenditure subject to the provisions of Companies Act, 2013 read together with rules thereunder to the Board for their approval

3. Sound corporate activities

MRO-TEK endeavors to comply with regulations, related laws, and internal rules, exercise sound and fair corporate practices, earn the trust of stakeholders such as customers, shareholders, employees, business partners, and society. MRO-TEK will not engage in relationships with individuals or groups that threaten social order or safety.

4. Provision of valuable goods and services for society

MRO-TEK will provide valuable products and services with superior quality and safety to society, endeavoring to increase the satisfaction and trust of our customers and contributing to the healthy development of society.

5. Respect for human beings

MRO-TEK will respect diversity and individual human rights and provide a healthy and safe working environment in which all persons receive fair treatment without discrimination. It will also oppose enforced labor and child labor and respect fundamental human rights as well as workers' rights.

6. Protection of the natural environment

MRO-TEK will proactively engage in environmental efforts and work to protect the natural environment, as these are common issues for all mankind.

7. Responsibility to society as a corporate citizen

MRO-TEK will carry out corporate activities that take into account the cultures and practices of each country and region and proactively engage in activities that contribute as a good corporate citizen to society.

8. Transparent operating activities

MRO-TEK will communicate extensively with customers, shareholders, employees, business partners, and society and disclose business information in a timely and fair manner. It will also conduct reliable financial reporting through accurate accounting processes.

9. Scope of CSR activities in MRO-TEK

As a practice, we classify those projects that are over and above our normal course of business as CSR. **At present, MRO-TEK is not involved in any CSR activities.** MRO-TEK is planning for the following CSR Activities in the near future:-

1. Training to promote rural sports nationally recognized sports and Olympic sports
2. Rural development projects.
3. Promoting education, including special education and employment enhancing vocation Skills.
4. Ensuring environmental sustainability, ecological balance, agroforestry, conservation of natural resources and maintaining quality of soil, air and water
5. Measures for reducing inequalities faced by socially and economically backward groups
6. Such other activities as decided by the CSR committee subject to Schedule VII of Companies Act, 2013

This policy applies to all our CSR projects and it will be further reviewed and updated

10. CSR Budget

The total budget for the CSR projects will be decided by the CSR Committee as per the applicable

provisions of Companies Act, 2013.

11. Treatment of Surpluses

Any surplus generated from CSR projects undertaken by us will be tracked and channelized into our CSR corpus. These funds will be further used in development of the CSR projects.

12. Responsibility of top management

Top management and employees in managerial positions within each department must understand that they play an essential role in fulfilling the spirit of this Charter and thus, in addition to leading by example, they must ensure that this information is disseminated to everyone and all related parties. Management must always strive to understand the opinions of those both inside and outside of MRO-TEK to develop a sound internal framework that ensures that the spirit of this Charter is upheld.

13. TREATMENT OF UNSPENT CSR AMOUNT DURING THE YEAR:

IN CASE THE UNSPENT AMOUNT DOES NOT RELATE TO ANY ONGOING PROJECT AT THE END OF THE FINANCIAL YEAR:

The unspent amounts needs to be transferred to a Fund, i.e., Swach Bharat Kosh, Clean Ganga Fund, prime minister's national relief fund, etc within a period of six months of the expiry of the financial year.

IN CASE THE UNSPENT AMOUNT IS RELATING TO ONGOING PROJECT AT THE END OF THE FINANCIAL YEAR:

The unspent amounts needs to be transferred by the Company within a period of thirty days from the end of the financial year to a special account to be opened by the company for that financial year in any scheduled bank to be called the **"Unspent Corporate Social Responsibility Account"**.

Such amount lying in Unspent account shall be spent by the Company in pursuance of its obligation towards the Corporate Social Responsibility Policy within a period of three financial years from the date of such transfer, failing which, the Company shall transfer the same to a Fund as mentioned above, within a period of thirty days from the date of completion of the third financial year.

"Any unspent amount needs to be transferred at the end of the financial year to the specific fund as mentioned under Schedule VII of the Companies Act, 2013."