

## CSR Annual Action Plan

### Financial Year 2022-23

Suncity Sheets Private Limited ('the Company') has formulated Annual Action plan for Corporate Social Responsibility (CSR) activities during the financial year 2022-23 is proposed in line with the provisions of Section 135 read with Rule 5(2) of the Companies (Corporate Social Responsibility Policy) Rules, 2014 (as amended) and CSR Policy of the Company to make the contribution in areas or subjects, specified in the Company's CSR Policy read with Schedule VII of the Companies Act, 2013.

#### **The list of CSR projects or programmes that are approved to be undertaken in areas or subjects specified in Schedule VII of the Act**

- i. 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;
- 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, agroforestry, 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;
- 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 art 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 or the State Governments for socio-economic development and relief and funds for the welfare of the Scheduled Castes, the Scheduled Tribes, other backward classes, minorities and women;

- ix. Contribution to incubators funded by Central Government or State Government or any agency or Public Sector Undertaking of Central Government or State Government, and 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);
- x. Rural development projects;
- xi. Slum area development;  
the term 'slum area' shall mean any area declared as such by the Central Government or any State Government or any other competent authority under any law for the time being in force;
- xii. Disaster management, including relief, rehabilitation and reconstruction activities;
- xiii. Such other matters as may be prescribed from time to time.

The Company shall give preference to the local area and areas around it where it operates i.e., Registered office and/or corporate office of the Company, for spending the amount earmarked for above Corporate Social Responsibility activities. The CSR Committee shall recommend the activities to be carried to the Board every financial year.

#### **Manner of Execution of the Projects (Direct or through Implementing Agency)**

The Company may undertake any of the CSR projects directly or through any implementing agency / entity(ies) covered under sub-rule (1) of Rule 4 of Companies (Corporate Social Responsibility Policy) Rules, 2014, as amended and having CSR-1 Registration Number.

#### **Implementation Schedule including details on funds utilization**

1. Fund will be disbursed in phase/tranche wise depending on the nature of the project.
2. All the CSR projects will be implemented as per the scheduled timeline in the respective agreement.

#### **Monitoring and Reporting Mechanism**

1. The monitoring mechanism of each project will differ on the basis of the nature of the project. For the purpose of proper monitoring of the CSR projects, each project shall include well-defined timeline & parameters.

2. Monitoring will be done basis the periodic reports and utilisation certificates received from Implementing Agencies or by obtaining Annual Report of Implementing Agency/ies on the Project/Programmes undertaken during the year.
3. The Company will also monitor project implementation on periodic basis via field visits or review calls, as the case maybe.

**Details of Need and Impact Assessment, if applicable, as per the projects undertaken by the Company**

Impact assessments will be conducted as per applicability.

**Administrative Overheads**

5% may be earmarked towards Administrative Overheads, as per rule, which will include the salary, expenditure on training and Travel by CSR staff.

**General Note**

The aforesaid plan is recommended by the CSR committee and approved by the Board of Directors of Suncity Sheets Private Limited in their meetings held on October 31, 2022. The Board may alter this plan at any time during the financial year, as may be recommended by the CSR Committee, based on the reasonable justification for such alternation.

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