

HALDIA PETROCHEMICALS LTD

ANNUAL ACTION PLAN OF CORPORATE SOCIAL RESPONSIBILITY ACTIVITIES FOR FY 2023-24

1. Introduction

CSR activities of Haldia Petrochemicals Limited ('HPL' or 'the Company') are carried out on the basis of broad guidelines enumerated in the Company's CSR Policy.

HPL has framed a CSR Policy in compliance with the provisions of the Companies Act, 2013 and the same is posted on the Company's website at <https://www.haldiapetrochemicals.com>.

CSR activities are undertaken either directly by the Company or through TCG Foundation in partnership with Academic Institutions, Hospitals, Not for Profit Organisations etc. The Foundation is a Registered Trust with more than three years' experience in implementing and monitoring CSR Projects and such Projects have been undertaken in areas or subjects specified in Schedule VII of the Companies Act.

The geographical spread of these projects ranges from remote villages in Purba Medinipur to Haldia and areas adjacent to the Plant. A few projects have been implemented in Paschim Medinipur, Howrah, Hooghly, and Kolkata as well.

As per HPL's CSR Policy, the primary thrust areas are Promoting Education and Higher Education and Research. The Company also supports projects that improve educational infrastructure in rural schools thus creating enabling opportunities and facilities to help disadvantaged students pursue Higher Education.

Apart from Promoting Education, the CSR Policy allows identification of projects in areas of Healthcare, Health Awareness, Employment Oriented Skill Development, national and above category Sports and Sports Women Support, Women's Empowerment on Family, Legal and Financial matters, Sanitation etc.

2. HPL's CSR Liability

For the FY 2023-24, HPL has a CSR Liability of Rs. 6,31,53,891/-

3. HPL's Annual Action Plan for Corporate Social Responsibility activities

This Annual Plan formulated in pursuance of HPL's CSR Policy is to be reviewed and approved by Members of the CSR Committee and subsequently placed in HPL's Board Meeting.

a) List of CSR Projects – CSR Activities in FY 2023-24

The following projects/project areas may be considered for CSR Activities and be undertaken based on Requests and Proposals from Institutes and Organizations:

Sl. No.	Project Description & Partner Organization	Estimated Project Cost (Rs)	Maximum Contribution by HPL
1.	HPL's Direct CSR Projects: a) Design & Development of Electric Vehicles – IIT KGP b) Sports Promotion – Individual Sportsmen/ Women, Clubs/Sports Associations etc.	6,00,000	6,00,000
2.	CSR Projects Implemented through TCG Foundation: Educational – Improvement of Educational Infrastructure in partnership with Schools in the vicinity of HPL Plant Healthcare – Upgradation of Health Infrastructure and Facilities in partnership with Hospitals, Health Clinics and NGOs in Purba Medinipur(Haldia Area) and North 24 Parganas Women's Empowerment & Environmental Projects – Not for Profit Organizations	2,10,00,000	2,10,00,000
3.	Higher Education and Research Projects - TCG Centres for Research and Education in Science and Technology (TCG CREST)	4,05,03,891	4,05,03,891
4.	Administrative Charges to TCG Foundation	10,50,000	
	TOTAL (HPL's Statutory CSR Liability)	6,31,53,891	

It may be noted, the above list of projects and allocated project amounts are subject to minor changes during FY 2023-24, depending upon the Management's objectives, priorities, importance of projects in terms of social impact and availability of funds. However, the adjustments will all be within HPL's Statutory CSR Liability of Rs. 6,31,53,891/- for FY 2023-24.

b) Manner of Execution of CSR Projects

As before, CSR Projects will be executed both directly by HPL and through TCG Foundation. However, few CSR projects may be directly undertaken by the Company.

- HPL to ensure - TCG Foundation is a registered Public Charitable Trust with a track record of 3 years in undertaking CSR/similar activities and is registered under section 12A and 80G of the Income Tax Act, 1961.
- HPL to also ensure the Foundation is registered with MCA by filing Form CSR – I and has obtained a Unique Identification Number.
- HPL to lay down guidelines to the Foundation for documenting, initiating, implementing, monitoring and reporting to the Company as per Amended Rules.

c) Modalities of Utilization of Funds and Implementing Schedules for Projects and Programmes

HPL to consider and approve Utilization of CSR Contribution transferred to the Foundation in two ways:

- As projects progress and monitoring visits are completed, the Foundation pays selected Contractors, Vendors against certified invoices.
- The Foundation transfers required funds as per Project Cost to reputed organizations.

The Foundation collects certified UCs, Statement of Expenses, Final Reports and Completion Certificates from Partner Organizations and shares them with HPL

In case any CSR project is directly undertaken by HPL, modalities of Disbursal, Utilization of Funds and Implementing Schedules for Projects and Programmes shall be taken care by HPL.

Projects should preferably be identified, selected and implemented within the third quarter of FY 2023-24 and be completed by 31st March 2024.

d) Monitoring and Reporting mechanism for Projects or Programmes

- HPL to collect Visit Reports, Project Photographs from TCG Foundation and present them for discussion at CSR Committee Meetings.
- HPL to convene 1-2 CSR Committee Meetings during FY 2023-24.
- HPL Board to satisfy itself that the funds so disbursed to the Foundation have been utilized for the purposes and in the manner as approved by it and the CFO or the person responsible for financial management shall certify to that effect.
- The Board's Report to include an Annual Report on CSR containing particulars specified in Annex I and Annex II as applicable for projects implemented.
- The Board of Directors of HPL to mandatorily disclose its CSR Policy, composition of the CSR Committee and Projects approved by the Board on the Company's website for public access and knowledge.
- Need and Impact Assessment. If required, the Company may designate an Independent Agency to conduct a Need and Impact assessment study on any of its approved project. The Impact Assessment Report shall be placed before the Board and shall be annexed to the Annual Report on CSR.

The Board may alter this Annual plan recommended by its CSR Committee at any time during FY 2023-24 based on reasonable justification to that effect.