



Partners in growth

## **CORPORATE SOCIAL RESPONSIBILITY POLICY**

### **REGISTERED OFFICE**

ADDRESS : PLOT NO. 33-A / 2, SHARDANAGAR STREET NO. 8,  
RAM PARK MAIN ROAD,  
KALAWAD ROAD  
RAJKOT 360005  
GUJARAT.

**Table of Contents**

<b>Sr. No.</b>	<b>Particulars</b>	<b>Page</b>
1.	Preamble	2
2.	Title & Applicability	3
3.	Definitions	4
4.	CSR Vision Statement and Guiding Principles	5
5.	Resources, Funding & Allocation & Mode of Implementation	5
6.	CSR Plan	7
7.	CSR Committee	8
8.	Implementation	9
9.	Monitoring & Feedback	10
10.	General	11
	Annexure-I	12

**Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005, Gujarat (INDIA). Mo. : +91 97270 55055

E-mail : [hr@ktexnonwovens.com](mailto:hr@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

1. **PREAMBLE:**

Corporate Social Responsibility (CSR) is fundamentally a philosophy or a vision about the relationship of business and Society. The emerging concept of CSR goes beyond charity and requires the Company to act beyond its legal obligations and to integrate social, environmental and ethical concerns into Company's business process.

Pursuant to Section 135 of the Companies Act, 2013 and the rules made there under, every Company which meets the criteria as mentioned in the said Section shall constitute a CSR Committee of the Board for implementation of CSR projects or programs or activities undertaken by the Company.

This policy is designed to discharge the Company's responsibility as a corporate citizen and to lay down the guidelines and mechanism for carrying out socially useful activities / projects and programs for welfare & sustainable development of community at large.

The terms, rules and regulations mentioned in this policy are as per the Companies Act, 2013 and rules made there under.

## **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055  
E-mail: [dpcs@ktexnonwovens.com](mailto:dpcs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)  
CIN No. : U17299GJ2016PTC092989

**2. TITLE & APPLICABILITY:**

This policy encompasses the Company's philosophy for delineating its responsibility as a corporate citizen and lays down the guidelines and mechanism for understanding socially useful programmes for welfare & sustainable development of the community at large is titled as the '**KTEX NONWOVENS PRIVATE LIMITED CSR Policy**'.

This policy is in compliance of section 135 of the Companies Act, 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 (the "Rules").

Following are the applicability criteria as defined under companies Act, 2013

Every Company including holding or subsidiary, and a foreign company having its branch office or project office in India

- i. having net worth of rupees five hundred crore or more, Or
- ii. ii. turnover of rupees one thousand crore or more Or
- iii. iii. a net profit of rupees five crore or more during any financial year

This policy shall be effective from the date of its adoption and approval of by the Board of Directors of **KTEX NONWOVENS PRIVATE LIMITED.**

## **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055

Email: [qccs@ktexnonwovens.com](mailto:qccs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

**3. DEFINITIONS:**

The words and expressions used in this Policy are defined as under –

- (a) “Act” means the Companies Act, 2013.
- (b) “Annexure” means Annexure appended to this Policy.
- (c) “Company” means “**KTEX NONWOVENS PRIVATE LIMITED.**”.
- (d) “CSR Committee” means the Corporate Social Responsibility Committee of the Board of Directors of the Company referred to in section 135 of the Act.
- (e) “Corporate Social Responsibility (CSR)” means the responsibility of the Company to undertake the projects and programmes relating to the activities covered under the subjects enumerated in Schedule VII of the Act and approved by the Board in pursuance of recommendations of the CSR Committee.
- (g) “CSR Activities” means the activities of the Company as per this Policy and restructured time to time.
- (h) “CSR Rules” means the Companies (Corporate Social Responsibility Policy) Rules, 2014 notified by the Government of India, Ministry of Corporate Affairs and any amendments made thereof from time to time.

**The words and expressions used and not defined in this Policy shall have the same meanings respectively assigned to them in the Companies Act 2013 or CSR Rules made thereunder.**

**Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055  
E-mail : [dgcs@ktexnonwovens.com](mailto:dgcs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)  
CIN No. : U17299GJ2016PTC092989

#### **4. CSR VISION STATEMENT AND GUIDING PRINCIPLES:**

The Company shall carry out its CSR activities through a public charitable Trust that may be created by the Company or through other Registered Trust, Society or Section 8 Company or in collaboration with other organizations and further Company through its CSR initiatives is committed towards building a sustainable enterprise for the benefit of its present and future generations of stakeholders and will continue to enhance value creation in the society and in the community in which it operates as a Socially Responsible Corporate.

#### **5. RESOURCES, FUNDING & ALLOCATION & MODE OF IMPLEMENTATION:**

5.1 For achieving its CSR objectives through implementation of meaningful & sustainable CSR Programs, KTEX NONWOVENS PRIVATE LIMITED shall endeavor to allocate the following as its **Annual CSR Corpus:**

- i) 2% of average net profits made during the three immediately preceding financial years, as prescribed under the Companies Act, 2013 and the Rules made thereunder;
- ii) Any income arising there from; and
- iii) Surplus arising out of CSR activities.

It is clarified that surplus arising out of CSR projects/ programs shall not form part of business profits of the Company.

### **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055

Email: [docs@ktexnonwovens.com](mailto:docs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

5.2 CSR programs, projects or activities, will be implemented through one or more of the following:

**a) Methods:**

- i. Directly by the Company;
- ii. Through any Public Charitable Trust that may be created by the Company with the noble object of fulfilling its Corporate Social Responsibility;
- iii. Any other Registered Trust, Society or Section 8 Company (i.e. Company registered under Section 8 of the Companies Act, 2013) in carrying on activities in related areas and duly approved by the KTEX NONWOVENS PRIVATE LIMITED CSR Committee;
- iv. In collaboration with other organizations.

**b)** The allocated CSR budget or Corpus will be utilized for CSR activities undertaken within India, which are not:

- i) Exclusively for the benefit of employees of the Company or their family members; or
- ii) Undertaken in pursuance of normal course of business of the Company.

## **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055

E-mail : [docs@ktexnonwovens.com](mailto:docs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

**6. CSR PLAN:**

KTEX NONWOVENS PRIVATE LIMITED shall prepare its Annual CSR Plan at the beginning of each Financial Year according to the availability of resources, on recommendation of the CSR Committee and approval of the Board.

The CSR activities (Projects/Programs) which KTEX NONWOVENS PRIVATE LIMITED plans or proposed to undertake shall be the activities falling within the purview of Schedule VII of the Companies Act, 2013 as amended from time to time and does not include the activities undertaken in pursuance of normal course of business of the Company.

The Projects, programs or activities proposed to be undertaken by the Company pursuant to the Policy, along with modalities of execution are outlined in Annexure-I attached hereto.

**Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055  
E-mail: [docs@ktexnonwovens.com](mailto:docs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)  
CIN No. : U17299GJ2016PTC092989



**7. CSR COMMITTEE:**

KTEX NONWOVENS PRIVATE LIMITED Corporate Social Responsibility Committee (CSR Committee) which will be ultimately responsible for the CSR projects undertaken will report to Board.

**Members of CSR Committee shall be:**

<b>Name</b>	<b>Designation</b>
Himanshu Dipakbhai Patel	Director
Vallabhbhai Bhimabhai Godhani	Director
Dhilan Dolatrai Kanakia	Director
Nimesh Kiran Sanghrajka	Director

**Responsibilities of CSR Committee shall be;**

- ❖ Formulate and update CSR policy, to be approved by the Board
- ❖ Suggest areas of intervention to the Board
- ❖ Approve projects that are in line with the CSR Policy
- ❖ Put monitoring mechanism in place to track the progress of each project
- ❖ Recommend the CSR expenditure to the Board who will approve it.

**Meeting of the CSR Committees:**

- i. The CSR Committee shall meet as frequently as it determines necessary but at least on yearly basis.
- ii. The CSR Committee shall maintain minutes of each of its meetings.
- iii. The CSR Committee shall review proposed projects and make recommendations to the Board for approval of such projects and allocation of Funding in accordance with the CSR Committee charter.
- iv. The final decision with regards to the acceptance or rejection of a CSR Proposal shall be with the

**Ktex <sup>Board</sup> Nonwovens Private Limited**

## 8. **IMPLEMENTATION:**

- The time period for implementation of the programme will depend on its nature, extent of coverage and the intended impact of the programme.
- CSR Programs shall be implemented with active participation of the local community, wherever possible, and in consultation with the State Government for policy and strategic purposes and local administration at city, village, block and district levels for operational purposes, wherever applicable. These implementations will also be synergized with the initiatives undertaken by the State Government, District Administration, Local Administration as well as Central Government Departments.
- While all CSR programs will be focused in India, the Company shall give preference to the local areas.
- While identifying long term programmes, all possible efforts shall be made to define a) Programme objectives b) Baseline survey- It would give the basis on which the outcome of the programme would be measured c) Implementation schedules - Timelines for milestones of the programme d) Responsibilities and authorities e) Major results expected and measurable outcome.
- Corporate Social Responsibility Committee (CSR Committee) of the Board shall recommend to the Board, for a Financial Year, the amount of expenditure to be incurred on CSR programs, projects and activities.

### **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055

E-mail : [docs@ktexnonwovens.com](mailto:docs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

- The Board of Directors of the Company shall ensure that Company spends the requisite amounts specified under the Companies Act, 2013 on CSR activities failing which it shall specify in its report the reason for not spending the amount.
- The Board or CSR Committee shall delegate necessary powers for execution and implementation of the CSR Policy. The delegation shall also include powers for meeting the requirements arising out of immediate & urgent situations.

#### **9. MONITORING AND FEEDBACK:**

- To ensure effective implementation of the CSR programmes, the Company shall put in place, suitable monitoring mechanism.
- The progress of CSR programmes under implementation will be reported to the Chairman, CSR Committee on quarterly basis.
- CSR Committee shall periodically monitor the progress of CSR projects, programs and activities incorporated in the CSR Policy and shall hold review meetings at least twice in a year.
- CSR Policy will be displayed on the Company's corporate website.
- An Annual report on CSR containing the particulars as prescribed under the Companies (Corporate Social responsibility Policy) Rules, 2014 shall form part of Annual Report of the Company.

### **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055

E-mail : [docs@ktexnonwovens.com](mailto:docs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

10. **GENERAL:**

- ❖ In case of any doubt with regard to any provision of the CSR Policy and also in respect of matters not covered herein, a reference should be made to the CSR Committee.
  
- ❖ The Board of Directors on its own and/or as per the recommendations of CSR Committee reserves the right to modify, cancel, add, or amend its CSR Policy as and when required as deemed fit. Any or all provisions of the CSR Policy would be subject to revision/amendment in accordance with the Regulations on the subject as may be issued from relevant statutory authorities, from time to time and subject to the provisions of the Companies Act, 2013 and Rules framed there under.

## **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055  
Email : [hr@ktexnonwovens.com](mailto:hr@ktexnonwovens.com) Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)  
CIN No. : U17299GJ2016PTC092989

**Annexure-I: CSR Projects and Programs**

- ❖ 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;
- ❖ Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly and differently abled and livelihood enhancement projects;
- ❖ 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;
- ❖ 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 (including contribution to the clean ganga fund set up by the central government for rejuvenation of river Ganga);
- ❖ 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;

**Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055

E-mail : [docs@ktexnonwovens.com](mailto:docs@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)

CIN No. : U17299GJ2016PTC092989

- ❖ Measures for the benefit of armed forces veterans, war widows and their dependents;
  
- ❖ Training to promote rural sports, nationally recognized sports, Paralympics sports and Olympic sports;
  
- ❖ Contribution to the Prime minister's national relief fund or Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund (PM CARES 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;
  
- ❖ Slum area development
  
- ❖ rural development projects
  
- ❖ disaster management, including relief, rehabilitation and reconstruction activities

## **Ktex Nonwovens Private Limited**

Plot No. 33-A/2, Shardanagar Street No.8, Ram Park Main Road, Kalawad Road,  
Rajkot-36005. Gujarat (INDIA). Mo. : +91 97270 55055  
E-mail: [info@ktexnonwovens.com](mailto:info@ktexnonwovens.com) ● Web. : [www.ktexnonwovens.com](http://www.ktexnonwovens.com)  
CIN No. : U17299GJ2016PTC092989