



*Balaji Telefilms Ltd.*



# **CORPORATE SOCIAL RESPONSIBILITY POLICY**

*This document outlines the corporate social responsibility of Balaji Telefilms Limited  
& it's Subsidiary Companies.*



*Balaji Telefilms Ltd.*

## **DOCUMENT VALIDATION NOTE**

Balaji Telefilms Limited, a public limited company incorporated under the Companies Act, 1956 and having its registered office at C 13, Balaji House, Dalia Industrial Estate, Opposite Laxmi Industries, New Link Road, Andheri (West), Mumbai- 400053, has formulated and adopted this Corporate Social Responsibility Policy Version 1.0 in terms of Section 135 of the Companies Act, 2013 and the Companies (Corporate Social Responsibility Policy) Rules, 2014 (CSR Rules).

Section 135 of the Companies Act, 2013, requires the Corporation to constitute a Corporate Social Responsibility (CSR) Committee of Directors, adopt a CSR Policy, spend at least 2% of its average net profits made during the immediately preceding three financial years towards CSR activities as set out in Schedule VII to the Companies Act, 2013 and confirm compliance thereof in the Annual Report.

Accordingly, on the recommendation of the CSR Committee, this Policy was reviewed and approved by the Board of Directors of the Company at its meeting held on May 15, 2014, and deemed to have come into effect from April 1, 2014.



*Balaji Telefilms Ltd.*

## **CONTENTS**

- ✓ **BACKGROUND**
- ✓ **DEFINITIONS**
- ✓ **CONSTITUTION, COMPOSITION AND SCOPE OF CORPORATE SOCIAL RESPONSIBILITY COMMITTEE (CSR COMMITTEE)**
- ✓ **OBJECTIVE**
- ✓ **CSR AMOUNT**
- ✓ **SPENDING OF CSR AMOUNT**
- ✓ **CSR ACTIVITIES / PROJECTS**
- ✓ **IMPLIMENTATION& MONITORING**
- ✓ **DISSEMINATION OF INFORMATION**



*Balaji Telefilms Ltd.*

## **BACKGROUND**

Corporate Social Responsibility is a company's sense of responsibility towards the community and environment in which it operates. It is the continuing commitment by business to behave ethically and contribute to economic development of the society at large and building capacity for sustainable livelihoods.

The Company believes in conducting its business responsibly, fairly and in a most transparent manner. It continually seeks ways to bring about an overall positive impact on the society and environment where it operates and as a part of its social objectives. Balaji has been making consistent efforts over the years towards economic and social upliftment of the marginalized sections of society.

Though this policy has been formally formulated and adopted in terms of Section 135 of the Companies Act, 2013 and the CSR Rules to undertake CSR activities, the Company right from its inception, has made consistent efforts to maintain an active corporate social responsibility portfolio.

## **Definitions**

- Board means Board of Directors of the Company.
- Corporate Social Responsibility (CSR) means and includes but is not limited to:-
  - 1) Projects or programs relating to activities specified in Schedule VII to the Companies Act, 2013; or
  - 2) Projects or programs relating to activities undertaken by the Board of Directors of the Company in pursuance of the recommendation of the CSR Committee and approved by the Board as per this policy.
- CSR Committee means Corporate Social Responsibility Committee constituted by the Board pursuant to section 135 of the Companies Act, 2013.
- Company means BALAJI TELEFILMS LIMITED & its subsidiaries.



*Balaji Telefilms Ltd.*

• Net Profit means the net profit of the Company as per its financial statement prepared in accordance with the applicable provisions of the Companies Act, 2013, but shall not include the followings, namely:-

- 1) Any profit arising from any overseas branch or branches of the Company, whether operated as a separate company or otherwise, and
- 2) Any dividend received from other companies in India, which are covered under and complying with the provisions of section 135 of the Companies Act, 2013.

Provided that net profit in respect of financial year for which the relevant financial statements were prepared in accordance with the provisions of the Companies act 1956 shall not be required to be re-calculated in accordance with the provisions of the Companies Act 2013.

Words and expressions used in this policy and not defined herein but defined under the Companies Act, 2013 shall have the same meanings respectively assigned to them.

#### **CONSTITUTION, COMPOSITION AND SCOPE OF CORPORATE SOCIAL RESPONSIBILITY COMMITTEE (CSR COMMITTEE)**

The Board of Directors of the Company has constituted a Corporate Social Responsibility(CSR) Committee of Directors. The CSR Committee will play the following role in fulfilling the Company's CSR objectives:

- ✓ Formulation and review of this CSR Policy indicating the activities to be undertaken by the company towards CSR initiatives.
- ✓ Recommendation of the amount of expenditure to be incurred on the CSR activities.
- ✓ Formulation of a transparent monitoring mechanism for ensuring implementation of the projects/ programmes/ activities proposed to be undertaken by the Company or the end use of the amount spent by it towards CSR activities.
- ✓ Monitor and implement this Policy from time to time.
- ✓ Annually report to the Board, the status of the CSR activities and contributions made by the Company.
- ✓ Any other requirements mandated under the Act and Rules issued thereto.



*Balaji Telefilms Ltd.*

### **Scope of the CSR Committee**

The CSR Committee has been set up to;

- Formulate and recommend to the Board, the CSR Policy which shall indicate the activities to be undertaken by the Company as detailed in the Schedule VII to the Act
- Recommend the amount of expenditure to be incurred on the activities referred to in the CSR Policy
- Monitor the implementation of CSR projects or programs or activities undertaken by the Company, on CSR Policy from time to time

### **Modalities of execution of the CSR Projects**

The modalities of the execution of the CSR projects or programs and their implementation along with the monitoring process of such projects or programs as decided by the CSR Committee.

### **The Composition of CSR Committee of Balaji Telefilms Limited:**

Mr. Jeetendra Kapoor- Chairman

Mrs. Shobha Kapoor- Member

Mr. D.G. Rajan- Member

Mr. Ashutosh Khanna- Member

### **The Composition of CSR Committee of Balaji Motion Pictures Limited:**

Mr. Jeetendra Kapoor- Chairman

Mrs. Shobha Kapoor- Member

Ms. Ekta Kapoor- Member

Mr. P.K Sarda- Member



*Balaji Telefilms Ltd.*

## **OBJECTIVE**

The main objective of this CSR Policy is to lay down guidelines to make CSR a key business process for sustainable development of the society and the environment in which it operates. It aims in enhancing welfare measures of the society based on the immediate and long term social and environmental consequences of the Company's activities in India.

This Policy specifies the projects and programmes that can be undertaken, provides an indicative list of CSR projects/ programmes in terms of the Schedule VII to the Companies Act, 2013 which the Company plans to undertake during the implementation years, specifies the modalities of execution in the areas/ sectors chosen and the implementation schedule.

## **CSR AMOUNT**

The Company shall ensure that it spends, in every financial year, at least 2% of its average net profits made during the 3 immediately preceding financial years, in pursuance of its corporate social responsibility and subject to Section 135 of the Companies Act, 2013 and the Rules made there under.

Net profits mentioned herein above means, Net profit of the Company as defined under the Provisions of the Companies Act, 2013 and Companies (Corporate Social Responsibility Policy) Rules, 2014.



*Balaji Telefilms Ltd.*

### **SPENDING OF CSR AMOUNT**

The CSR Committee will recommend the following with regard to spending of CSR amount:

- ✓ Percentage of total amount to be used for funding various projects and grass-root level organisations.
- ✓ Tranches of disbursement.
- ✓ Any surplus arising from CSR projects or programs or activities will not form part of the business profits of the Company.

### **CSR ACTIVITIES / PROJECTS**

The Company shall upon the recommendation of its CSR Committee and with necessary approval of the Board, undertake any one or more of the following activities, as part of its corporate social responsibility initiative, which are defined in Schedule VII of the Companies Act 2013;

- ✓ Eradicating hunger, poverty and malnutrition promoting healthcare including preventive preventive healthcare and sanitation including contribution to the Swach 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 the 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 centers 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, agroforestry, conservation of natural resources and maintaining quality of soil,





*Balaji Telefilms Ltd.*

air and water including contribution to the Clean Ganga Fund setup 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;
- ✓ Measures for the benefit of armed forces veterans, war widows and their dependents;
- ✓ Training to promote rural sports, nationally recognised sports and Olympic sports;
- ✓ 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 Schedule Tribes, other backward classes, minorities and women;
- ✓ Contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government;
- ✓ Rural development projects;
- ✓ Slum area development.

## **IMPLEMENTATION & MONITORING**

We will implement our CSR activities in the following ways-

- Our in-house CSR team (including Volunteering)
- Participatory Approach involving beneficiaries
- Involving experts
- Registered Trust or a Section 8 company under or a section 8 company under the Companies Act, 2013 or Society or NGOs or any other form of entity incorporated in India that specialize in the CSR activities.

Each of our CSR projects and programmes would have clearly defined output, outcome and process indicators which will have to be reported on at least Quarterly basis. All projects and programmes will be primarily monitored by Head- Finance & Secretarial.

The CSR Committee will receive quarterly progress reports of all CSR activities of the Company from Head Finance & Secretarial. Implementation of this policy will be monitored and reviewed periodically



*Balaji Telefilms Ltd.*

by CSR committee of the Board. The monitoring process will cover both programme and financial reviews.

Appropriate documentation of the CSR Policy , CSR activities, executing partners, and expenditure entailed will be undertaken on a regular basis.

## **DISSEMINATION OF INFORMATION**

The CSR Committee shall report to the Board of the Directors, at least on an annual basis, the status of the CSR projects/ activities undertaken by the Company along with the report on the impact created by such projects/ activities.

The Company shall also upload this Policy on its website [www.balajitelefilms.com](http://www.balajitelefilms.com). Further, a detailed status report ( Annexure I ) on the CSR activities carried out by the Company would be disclosed every year as part of the Directors' Report in the Annual Report. The said information would also be uploaded on the website of the Company.

The CSR Committee will also make a statement in the Annual Report stating that the CSR Policy, its Implementation and monitoring thereof is, in letter and spirit, in compliance with its CSR objectives. The Committee shall meet as often as necessary to fulfill its functions.

### **Annexure I**

#### **CSR Report Format**

1	A brief outline of the Company's CSR policy, including overview of projects or programs proposed to be undertaken and a reference to the weblink to the CSR policy and projects or programs	
2	The Composition of the CSR Committee	
3	Average Net Profit of the Company for last three financial years	



Balaji Telefilms Ltd.

4	Prescribed CSR Expenditure (2% of the average net profit of the Company for last three financial years)	
5	Details of CSR Spent during the financial year a) Total amount to be spent for the financial year. b) Amount unspent, if any. c) Manner in which the amount spent during the financial year as detailed below:	

Sr. No	CSR project or activity identified	Sector in which the project is covered	Projects of Programs (1) Local Area or other. (2) State and Districts where projects or programs was undertaken.	Amount outlay (budget) project or program wise	Amount spent on the projects or programs Sub-heads: (1) Direct expenditure on projects or programs. (2) Overheads:	Cumulative expenditure up to the reporting period	Amount spent: Direct or through implementing agency

\* Give details of implementing agency:

6. In case the company has failed to spend the two percent of the average net profit of the last three financial years or any part thereof, the company shall provide the reasons for not spending the account in its Board report.

7. A responsibility statement of the CSR Committee that the implementation and monitoring of CSR Policy, is in compliance with CSR objectives and Policy of the company.

Sd/- (Chief Executive Officer or Managing Director)	Sd/- (Chairman Committee)	CSR	Sd/- [Person specified under clause (d) of sub-section (1) of section 380 of the Act]  (wherever applicable)
--	------------------------------	-----	---



*Balaji Telefilms Ltd.*