



**syngenta**

## **Corporate Social Responsibility Policy** **Syngenta Biosciences Private Limited**

<b>DETAILS</b>	<b>OWNER</b>	<b>DATE</b>	<b>COMMENTS (if any)</b>
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### 1. Purpose:

This Policy has been developed in order to provide a framework for the planning and execution of a Corporate Social Responsibility (CSR) strategy and its programs within Syngenta Biosciences Private Limited so that it delivers the maximum benefit to society, while remaining true to Syngenta's values. In addition the policy provides a framework for adhering to the CSR provisions in the Companies act 2013.

### 2. Scope:

This policy is applicable to all organisational units across Syngenta Biosciences Private Limited

### 3. Abbreviations:

CSR : Corporate Social Responsibility

SBPL : Syngenta Biosciences Private Limited

### 4. Definitions:

Act	"Act" means the Companies Act, 2013 and rules made thereunder, as may be amended from time to time
Corporate Social Responsibility	- Projects or programs relating to activities specified in Schedule VII of the Act. Projects or programs relating to activities undertaken by the Company on the directions of the Board of Directors in pursuance of the CSR policy of the Company.

## **5. Corporate Social Responsibility Policy:**

### **Preamble:**

Syngenta is guided by the conviction that value creation depends on the successful integration of business, social and environmental performance. Syngenta is committed to promote and maintain high standards of corporate responsibility in the communities in which we operate. The Company acts in accordance with its Code of Conduct and its Health, Safety and Environmental Policy, which respects human rights and embraces internationally accepted regulations and the highest scientific standards.

### **CSR Vision:**

"To contribute actively to enhance and sustain the development of communities in which we operate"

### **Policy:**

This policy is to ensure the Company's Social Responsibility commitment in its operational areas and beyond. This policy focusses on the Company's key areas for its social responsibility initiatives in India. As a responsible corporate citizen, Syngenta Biosciences Private Limited will:

- Contribute to the development of the society in which it operates.
- Partner with Government and Non Government agencies to plan and implement CSR programmes
- Meet or exceed regulations and legal requirements related to CSR.
- Openly communicate CSR performance to the Government and all its stakeholders.
- Encourage employees to volunteer their time and expertise towards CSR initiatives.

## **6. Focus areas:**

Syngenta Biosciences Private Limited will focus on the following sectors to implement its Corporate Social Responsibility programs –

- Science and Technology
- Education & Skill development



- Water and Land use efficiency
- Any other activity as maybe decided by the CSR Committee.

## **7. CSR Governance & CSR Committee:**

- a) The Company will set up a Board level CSR Committee to oversee the Governance of this policy. The CSR Committee will have three members from the Board of Directors including permanent invitees.
- b) The CSR Committee shall recommend CSR projects/ programmes to be undertaken by the Company as specified in Schedule VII of the Act specifying modalities of its execution and the amount of expenditure to be incurred on the projects/programmes. Upon recommendations of the CSR Committee, the Board shall approve such CSR projects/ programmes and the amount of expenditure.
- c) The Company shall set up a CSR implementation team for planning and implementation of the activities as per the policy.
- d) The implementing team will be responsible to propose the CSR programmes and implement the approved programmes. The implementing team is also responsible to create, as appropriate, procedures and processes that may be required for the planning, execution and monitoring of the CSR activities.
- e) Compliance with this policy including following of implementation schedules for such CSR projects/programmes shall be periodically monitored by the CSR Committee subject to review by the Board of Directors from time to time.
- f) For meeting the requirements arising out of immediate and urgent situations with regard to undertaking of any CSR projects/ programmes, any one Director is authorised to approve such proposals and in such cases, the CSR Committee shall ratify the said CSR projects/ programmes at it's next meeting.
- g) Any surplus arising out of the CSR projects or programmes or activities shall not form part of the business profits of the Company.

## **8. CSR Budget, Implementation & Reporting:**

- a) The Board will endeavour to spend a specific amount as required by the relevant provisions of the Act and rules thereunder. CSR expenditure shall include all expenditure including contributions to corpus or on projects or programmes relating to CSR activity areas mentioned in this policy.

- b) The investment in CSR shall be project based and for every project time period, periodic milestones shall be finalised by the CSR committee from time to time in consultation with the related implementation team.
- c) The programmes which involve considerable financial commitment should be undertaken on a general timeframe of 2-5 years.
- d) The CSR spend would include building capacities of the Company's personnel as well as their implementing agencies and travel & logistics for the purpose of project implementation. This spend shall not exceed five (5) percent of the total CSR spend of the Company in one financial year.
- e) Project activities identified under CSR are to be implemented either by personnel of the Company or through a registered trust or a registered society or a Company established by the Company or its holding or subsidiary or associate Company under Section 8 of the Companies Act, 2013 or otherwise or by specialized agencies nominated by the CSR Committee from time to time.
- f) The specialized agencies would include Section 8 Companies, Voluntary Organisations, formal and informal bodies such as Panchayats, Institutes/ Academic Institutions. Registered Trust/ Society, Self Help Groups, Government/ Semi- Government/ Autonomous Organisations, Mahila Mandals, Professional Consultancy organisations etc.
- g) The Company may also collaborate with other Companies for undertaking CSR projects or programmes in such a manner that the CSR Committees of respective Companies are in a position to report separately on such projects or programmes in accordance with the Companies (Corporate Social Responsibility Policy) Rules, 2014 as amended from time to time.
- h) Appropriate documentation of CSR policy, annual CSR activities, executing partners, and expenditure entailed shall be done on a regular basis.
- i) The Company shall report its CSR activities to the Government in a prescribed format in accordance with the Companies (Corporate Social Responsibility Policy) Rules, 2014.
- j) In the event that the Company fails to spend the mandatory amount for the activities defined under Schedule VII of the Act, the Board shall, in its report made under Clause (o) of sub-section (3) of Section 134 of the said Act, specify the reasons for not spending the amount.

- k) The contents of the policy and CSR annual report shall be included in the Board's report and shall also be placed on the Company's website.

## 9. Exclusion:

The following activities shall not be considered as CSR activities:

- a) CSR Projects/ programmes/ activities benefiting only the employees of the Company and their families.
- b) Contribution of any amount directly or indirectly to any political party under the provisions of the Companies Act, 2013
- c) Any activity undertaken in pursuance of normal course of business of the Company.

## 10. Exceptions and Deviations:



Any exceptions and deviations to this policy shall be approved by the CSR Committee.

## 11. Amendments:

Based on the recommendations of the CSR implementation team and the CSR Committee, the Board of the Company can modify this policy unilaterally at any time to maintain compliance with local laws.

**For SYNGENTA BIOSCIENCES PRIVATE LIMITED**

Place : Pune  
Date : March 23, 2015

	
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