



Corporate Social Responsibility Policy Syngenta Services Private Limited

DETAILS	OWNER	DATE	COMMENTS(if any)
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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 Services Private Limited so that it delivers the maximum benefit to society in India, 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 Services Private Limited

3. Abbreviations:

Corporate Social Responsibility: CSR

Syngenta Services Private Limited: SSPL

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 Services 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:

SSPL will focus on the following sectors to implement Corporate Social Responsibility programmes –

- Sustainable livelihood, Eradicate Hunger and Poverty
- Agriculture, Water and Land use efficiency
- Environmental Sustainability & Bio Diversity
- Education & Skill development
- Infrastructure Development
- Health, Hygiene, Sanitation & Waste Management
- Women Empowerment and Gender Equality
- Rural Development
- Protection of National Heritage, art and culture
- Measures for the benefit of armed forces veterans, war widows and their dependents
- Training to promote rural sports, nationally recognised sports, paralympic sports and olympic sports
- Contribution to the Prime Minister's National Relief Fund or any other fund set up by the Central Government
- Contribution to incubators or research and development projects in the field of science, technology, engineering and medicine, funded by the Central Government or State Government or Public Sector Undertaking or any agency of the Central Government or State Government
- Contribution to Public Funded Universities, engaged in conducting research in science, technology, engineering and medicine aimed at promoting sustainable Development goals.
- Slum area development
- Disaster management including relief, rehabilitation and reconstruction activities. 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 shall be comprised in accordance with the requirements of applicable laws from time to time.
- 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, the CSR Committee Chairman or the Managing Director or any Board member who is authorised to approve such proposals and in such cases, the CSR Committee shall ratify the said CSR projects/programmes at its next meeting.

8. UNDERTAKING CSR ACTIVITIES :

SSPL will undertake its CSR activities (being projects / programs / other permitted activities), approved by the CSR Committee either directly or through such other eligible entity / organization as per applicable laws.

Identification and implementation of multi-year CSR projects / programs ("Ongoing Projects") will be monitored by the CSR Committee and the Board of Directors of the Company ("the Board"), as required under Applicable Law.

9. SURPLUS OR UNSPENT ACCOUNT

- a) The surplus arising out of the CSR activities will not be considered as a part of the business profits of the Company and shall be ploughed back into the same project, or shall be transferred to the 'Unspent CSR Account' and it should be spent in pursuance of this CSR policy and annual action plan of the Company, or the Company may transfer such surplus amount to a Fund specified in Schedule VII of the Act, within a period of six months of the expiry of the financial year
- b) In case of any of the Unspent amount shall be transferred to the 'Unspent CSR Account' or to any fund specified in Schedule VII within a prescribed time period, as required under Applicable law.

10. CSR ANNUAL ACTION PLAN

The CSR Committee shall approve CSR annual plan and formulate and recommend to the Board for their approval, which shall contain all matters which are required under Applicable Law and any other matters as the CSR Committee may deem fit from time to time.

The Board may modify the annual action plan as per the recommendations of the CSR Committee at any time during the financial year, based on reasonable justification.

11. IMPACT ASSESSMENT

Impact assessment shall be undertaken by the Company or by recipient or by implementing agency as required by and in the manner set out under Applicable Law, and the impact assessment report(s) shall be placed before the CSR Committee and the Board, and shall be disclosed as legally required.

12. CSR BUDGET, IMPLEMENTATION AND REPORTING:

The Board shall ensure to make CSR expenditure in every financial year in pursuance of this Policy as per Section 135 of the Companies Act, 2013 read with the Companies (Corporate Social Responsibility Policy) Rules, 2014 as amended from time to time. CSR expenditure shall include all expenditure including administrative expenses relating to general management and administration of CSR functions in the Company upto the prescribed limit as specified by the law from time to time.

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. 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.

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.

- a) Appropriate documentation of CSR policy, annual CSR activities, executing partners, and expenditure entailed shall be done on a regular basis.
- b) The contents of the policy and projects approved by the Board or other required disclosures as per the applicable laws shall be placed on the Company's website.

13. 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.
- d) Any other activities, which are prohibited from the provisions of the applicable law.

14. Exceptions and Deviations:

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

15. Amendments:

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