

<b>Corporate Social Responsibility (CSR) Policy</b>	<b>Section # HR-CP-004 Version 2.0</b>
	<b>Effective Date: 1<sup>st</sup> April 2023</b>

**Introduction:**

At Multivista, since our inception we firmly believe in a value system that we are business enterprises that is run with the objective to generate profits. We equally value that the larger society that we are a part of is equally important to be nurtured and supported. We start with care for our own employees and their families first and then widen our scope of support to the ecosystem of partners and vendors with whom work and then further broaden our influence towards the cities, regions, and communities that we are an integral part of. Therefore, at Multivista we endeavor to follow a system of Tri-Circle accountability to measure the impact on inclusive and equitable growth of the marginalized sections of society.

We are firmly committed to our responsibility to the Society and the Environment. Our Commitments towards **Corporate Social Responsibility** include but not limited to promotion of Education, Healthcare, betterment of society through respect for universal human rights and the environment, supporting the livelihood of under-privileged community, infrastructure development for the Community, development of human capital through skills development, vocational training etc. We also recognize Women empowerment is also a vital aspect of our focus. Our CSR Policy is framed under the governance of Companies Act 2013 and as per the CSR Act in the country.

As a responsible business, Multivista takes pride in being socially inclusive and inclined and we focus on sustained and effective CSR projects. The CSR policy aligns with the corporate philosophy of living and working together for greater common good. Our employees are encouraged to volunteer their time and skills and enjoy the experience of giving back to the communities of which they are an integral part.

**Vision:**

To actively contribute towards Inclusive & Sustainable Socio-Economic Development of the Community that we are part of by contributing towards meaningful CSR projects and Initiatives.

**Objective:**

The main objective of this policy is to lay down guidelines for us to make our CSR contributions. This policy covers the proposed CSR activities to be undertaken year on year by the Company and ensuring that they are in line with Schedule VII of the Act as amended from time to time.

**CSR Committee:**

Pursuant to the provision of Section 135 of the Act, the Board of Directors shall constitute and appoint the CSR committee which shall be reviewed periodically. Accordingly, the constitution of CSR Committee formed by the Company in India is as follows;

<b>S.No.</b>	<b>Name of the Member</b>	<b>Designation in CSR Committee</b>	<b>Designation in the Company</b>
1	Deepak Subramaniam	Chairman	Managing Director
2	Vaishnavi J M	Secretary	General Manager – HR & Admin
3	Vikas Aggarwal	Member	Manager – Key Accounts




**Functions and Powers of Committee:**

**To effectively implement the objectives of the Company with respect to CSR, the Committee is vested with the following functions and powers.**

- Formulate CSR Policy and recommend the same to the Board of Directors of the Company for approval.
- Recommend CSR activities as stated under Schedule VII of the Act.
- Approve to undertake CSR activities, if necessary, in collaboration with NGOs and to separately report the same in line with the CSR rules.
- Recommend the annual CSR Budget.
- Spend the allocated CSR amount on the CSR activities once it is approved by the Board of Directors of the Company in accordance with the Act and the CSR Rules.
- Create transparent monitoring mechanism for implementation of CSR initiatives in India.
- Submit the Reports to the Board in respect of the CSR activities undertaken by the Company.
- Monitor CSR Policy from time to time for any changes with respect to compliances and rules.
- Monitor activities, internal working of the committee members who are authorized to ensure that the CSR activities of the Company are implemented effectively.
- Authorize executives of the Company to attend the CSR Committee Meetings, as and when required.
- The Committee shall identify and appoint/engage agencies/organizations, if required, to implement the CSR Projects/Programmes/activities of the Company, to carry on base line studies for implementation of such activities and to carry on impact assessment studies of such Projects/Programmes/activities on the target area/group/population.
- The committee shall review the annual report of the CSR activities and ensure that it forms part of the Company's Annual Report and displayed on the Company's website.
- The Committee in order to efficiently discharge its function shall be authorized to seek any information it requires from any employee of the company and to obtain, at the Company's expense, outside legal or other professional advice on any matter within its terms of reference.

**CSR Committee Meetings:**

For smooth functioning of the Committee, the members shall meet as below to discuss such matters and to take decisions as may be necessary:

- The CSR Committee shall hold a minimum 2 meetings in a year.
- The members of the Committee may mutually agree between them regarding time and place for the said meetings.
- The members of the Committee may participate in the meeting either in person or through video conferencing or other audio-visual means as may be convenient.

**CSR Spend:**

The Companies Act, 2013 prescribes that the Companies which meet the criteria specified U/S 135 shall allocate certain portion of its annual net profits (calculated as per U/S 198) during the three immediately preceding financial years to be spent on CSR activities that fall under the categories specified under Schedule VII of the Act.

**CSR Expenditure:**

The CSR expenditure shall include all expenditure including contribution to Corpus or on projects or programs related to CSR activities approved by the Board of Directors on the recommendations of its CSR Committee but does not include any expenditure on an item not in conformity or not in line with activities stated under Schedule VII of the Act.




**Funding, Selection and Monitoring Process:**

Multivista will receive requests for funding of projects throughout the calendar year in the prescribed format with copy of Registration Certificate, Financials etc. Members of the CSR committee will then evaluate proposals received and projects and will prioritize by assessing their potential impact and alignment towards the Company’s CSR focus areas and goals. The CSR Committee will deliberate on the proposals and approve proposals for implementation at its discretion.

**CSR Monitoring Team:**

An internal working and monitoring team comprising of below mentioned employees of the Company will be set up to ensure effective implementation and monitoring of the Projects approved by the CSR Committee from time to time.

1. Ms. C Beena, Manager – HR
2. Mr. S Murasoli, Assistant Manager – Finance & Accounts
3. Mr. M Senthilkumar, Assistant Manager - Admin

- The CSR monitoring team will report/give feedback to the CSR Committee for all CSR Projects undertaken from time to time.
- The CSR monitoring team shall submit reports to the CSR committee of the Company on the Progress of the various projects approved by the Committee and ensure implementation and monitor the CSR spends.
- The CSR monitoring team shall review the CSR proposals received from various sources and verify the eligibility criteria, certification, legal aspects, etc.
- The CSR monitoring team shall be responsible to collect all the required documents like receipts, IT certificate, etc. and ensure that the CSR spends are spent by the recipient for the purpose for which the CSR fund is contributed.
- The CSR Committee will have the rights to remove/introduce any member to the Monitoring Mechanism team at any time as and when appropriate.

**Policy Review & Future Amendment:**

Any revision/amendment to the CSR Policy shall be based on the recommendations from CSR Monitoring Team and shall be duly approved by the CSR Committee.



**Vaishnavi JM**  
GM – HR & Admin



**Deepak Subramaniam**  
Managing Director

**Revision History**

Version No.	Date	Sections Affected	Remarks
1.0	1 <sup>st</sup> April 2021	Initial Draft	
2.0	1 <sup>st</sup> April 2023	Change in CSR Committee	P Neelakrishnamoorthy replaced by Vikas Aggarwal