



*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 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 Company to constitute a Corporate Social Responsibility (CSR) Committee of Directors, adopt a CSR Policy, spend at least 2% of its average net profits in every financial year 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 01, 2014.



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## **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**

- **Act** means the Companies Act, 2013
- **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.



• **Net Profit** means the net profit of the Company as per its financial statement prepared in accordance with the applicable provisions the Act and The Companies (Corporate Social Responsibility Policy) Rules, 2014 but shall not include the following, namely:-

- (i) any profit arising from any overseas branch or branches of the company, whether operated as a separate company or otherwise; and
- (ii) any dividend received from other companies in India, which are covered under and complying with the provisions of section 135 of the Act:

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

##### **Constitution and Composition**

The Board of Directors of the Company has constituted a Corporate Social Responsibility (CSR) Committee of Directors.

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

<b>Name of the Directors</b>	<b>Chairman/Member</b>
Mr. Jeetendra Kapoor	Chairman
Mrs. Shobha Kapoor	Member
Mr. D. G. Rajan	Member
Mr. D. K. Vasal	Member

##### **ALT Digital Media Entertainment Limited-Composition of CSR Committee:**

<b>Name of the Directors</b>	<b>Chairman/Member</b>
Mrs. Shobha Kapoor	Chairperson
Ms. Ekta Kapoor	Member
Mr. D. G. Rajan	Member



### **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
- Formulate and recommend to the Board, an annual action plan in pursuance of the CSR Policy
- 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 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.

### **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 programs that can be undertaken, provides an indicative list of CSR projects/ programs in terms of the Schedule VII (as amended) 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.



### **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 organizations.
- ✓ Tranches of disbursement.
- ✓ Any surplus arising from CSR projects or programs or activities will not form part of the business profits of the Company and shall be ploughed back into the same project/activity or shall be transferred to the Unspent CSR Account and spent in pursuance of CSR policy and annual action plan of the company or transfer such surplus amount to a Fund specified in Schedule VII, within a period of six months of the expiry of the financial year.
- ✓ Excess CSR Amount may be set off up to immediate succeeding three financial years
- ✓ Unspent CSR amount, if any, shall be transferred by the Company to any fund included in schedule VII of the Act
- ✓ For Creation or acquisition of a capital asset

### **CSR ACTIVITIES / PROJECTS**

The Company shall upon the recommendation of its CSR Committee and with 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 Act:

- ✓ 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, 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 recognized sports, Paralympic 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 Schedule Tribes, other backward classes, minorities and women;
- ✓ Rural development projects;
- ✓ Slum area development;
- ✓ Disaster management, including relief, rehabilitation and reconstruction activities.
- ✓ 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; and
- ✓ Contributions to public funded Universities; Indian Institute of Technology (IITs); National Laboratories and autonomous bodies established under Department of Atomic Energy (DAE); Department of Biotechnology (DBT); Department of Science and Technology (DST); Department of Pharmaceuticals; Ministry of Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (AYUSH); Ministry of Electronics and Information Technology and other bodies, namely Defense Research and Development Organisation (DRDO); Indian Council of Agricultural Research (ICAR); Indian Council of Medical Research (ICMR) and Council of Scientific and Industrial Research (CSIR), engaged in conducting research in science, technology, engineering and medicine aimed at promoting Sustainable Development Goals (SDGs)

#### **Modalities of Execution/ Implementation 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 shall be as follows:

- Our in-house CSR team (including Volunteering)
- Participatory Approach involving beneficiaries
- Involving experts





- Company may collaborate with other companies for undertaking projects or programmes or CSR activities
- a Company established under section 8 of the Act or a registered trust or a registered society, established by the Central Government or State Government
- any entity established under an Act of Parliament or a State legislature
- a company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80 G of the Income Tax Act, 1961 (43 of 1961), established by the company, either singly or along with any other company or having an established track record of at least three years in undertaking similar activities

#### **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. Implementation of this policy will be monitored and reviewed periodically by CSR Committee of the Board. The Board of Directors of the Company shall satisfy itself that the funds so disbursed have been utilized for the purposes and in the manner as specified under the provisions of Companies Act, 2013.

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

#### **AMENDMENT**

The Board reserves its right to amend or modify this Policy on the basis of recommendation of the CSR Committee either in whole or in part, at any time without assigning any reason whatsoever. However, no such amendment or modification shall be inconsistent with the applicable provisions of the Act or any law for the time being in force. In case of any amendment(s), clarification(s), circular(s) etc. issued by the relevant



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authorities, not being consistent with the provisions laid down under this policy, then such amendment(s), clarification(s), circular(s), etc. shall prevail upon the provisions hereunder and this policy shall stand amended accordingly from the effective date as laid down under such amendment(s), clarification(s), circular(s) etc.



**Annexure I**

**CSR Report Format**

**For Financial Year Commenced Prior To 1st Day of April, 2020**

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	
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:	
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.	



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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

**Sd/-**

**(Chief Executive Officer or Managing Director) or Director**

**Sd/-**

**(Chairman CSR Committee)**



**Annexure II**

**The Annual Report on CSR Activities to be Included in the Board's Report For Financial Year Commencing on or After 1st Day of April, 2020**

1. Brief outline on CSR Policy of the Company.
2. Composition of CSR Committee:

Sr. No.	Name of Director	Designation/ Nature of Directorship	Number of meetings of CSR Committee held during the year	Number of meetings of CSR Committee attended during the year

3. Provide the web-link where Composition of CSR committee, CSR Policy and CSR projects approved by the board are disclosed on the website of the company.
4. Provide the details of Impact assessment of CSR projects carried out in pursuance of sub-rule (3) of rule 8 of the Companies (Corporate Social Responsibility Policy) Rules, 2014, if applicable (attach the report).
5. Details of the amount available for set off in pursuance of sub-rule (3) of rule 7 of the Companies (Corporate Social Responsibility Policy) Rules, 2014 and amount required for set off for the financial year, if any

Sl. No.	Financial Year	Amount available for set-off from preceding financial years (in Rs)	Amount required to be set- off for the financial year, if any (in Rs)
1			
2			
3			
	<b>TOTAL</b>		

6. Average net profit of the company as per section 135(5).
7. (a) Two percent of average net profit of the company as per section 135(5)  
(b) Surplus arising out of the CSR projects or programmes or activities of the previous financial years.  
(c) Amount required to be set off for the financial year, if any  
(d) Total CSR obligation for the financial year (7a+7b- 7c).



8. (a) CSR amount spent or unspent for the financial year:

Total Amount Spent for the Financial Year. (in Rs.)	Amount Unspent (in Rs.)				
	Total Amount transferred to Unspent CSR Account as per section 135(6).		Amount transferred to any fund specified under Schedule VII as per second proviso to section 135(5).		
	Amount.	Date of transfer.	Name of the Fund	Amount.	Date of transfer.

(b) Details of CSR amount spent against **ongoing projects** for the financial year:

(1)	(2)	(3)	(4)	(5)		(6)	(7)	(8)	(9)	(10)	(11)	
Sl. No.	Name of the Project	Item from the list of activities in Schedule VII to the Act.	Local area (Yes/No)	Location of the project.		Project duration.	Amount allocated for the project (in Rs.)	Amount spent in the current financial Year (in Rs.).	Amount transferred to Unspent CSR Account for the project as per Section 135(6) (in Rs.).	Mode of Implementation (Yes/No)	Mode of Implementation-Through Agency	CSR Registration number.
				State	District.							

(c) Details of CSR amount spent against other than ongoing projects for the financial year:

1	2	3	4	5	6	7	8
Sl. No.	Name of the Project	Item from the list of activities in schedule VII	Local area (Yes/No).	Location of the project.	Amount spent for the project (in Rs.).	Mode of implementation on-Direct (Yes/No).	Mode of implementation-Through implementing agency.



		to the Act.		State.	District.			Name.	CSR registration number.

- (d) Amount spent in Administrative Overheads
- (e) Amount spent on Impact Assessment, if applicable
- (f) Total amount spent for the Financial Year (8b+8c+8d+8e)
- (g) Excess amount for set off, if any

Sl. No.	Particular	Amount (in Rs.)
(i)	Two percent of average net profit of the company as per section 135(5)	
(ii)	Total amount spent for the Financial Year	
(iii)	Excess amount spent for the financial year [(ii)-(i)]	
(iv)	Surplus arising out of the CSR projects or programmes or activities of the previous financial years, if any	
(v)	Amount available for set off in succeeding financial years [(iii)-(iv)]	

9. (a) Details of Unspent CSR amount for the preceding three financial years:

Sl. No.	Preceding Financial Year.	Amount transferred to Unspent CSR Account under section 135 (6) (in Rs.)	Amount spent in the reporting Financial Year (in Rs.).	Amount transferred to any fund specified under Schedule VII as per section 135(6), if any.			Amount remaining to be spent in succeeding financial years. (in Rs.)
				Name of the Fund	Amount (in Rs.).	Date of transfer.	



(b) Details of CSR amount spent in the financial year for **ongoing projects** of the preceding financial year(s):

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)
Sl. No.	Project ID.	Name of the Project.	Financial Year in which the project was commenced.	Project duration.	Total amount allocated for the project (in Rs.).	Amount spent on the project in the reporting Financial Year (in Rs.).	Cumulative amount spent at the end of reporting Financial Year. (in Rs.)	Status of the project - Completed /Ongoing.

10. In case of creation or acquisition of capital asset, furnish the details relating to the asset so created or acquired through CSR spent in the financial year (**asset-wise details**).

- Date of creation or acquisition of the capital asset(s).
- Amount of CSR spent for creation or acquisition of capital asset.
- Details of the entity or public authority or beneficiary under whose name such capital asset is registered, their address etc.
- Provide details of the capital asset(s) created or acquired (including complete address and location of the capital asset).

11. Specify the reason(s), if the company has failed to spent two per cent of the average net profit as per section 135(5).

Sd/- (Chief Executive Officer or Managing Director or Director).	Sd/- (Chairman CSR Committee).
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