

## **U P Hotels Limited**

### **Policy on Corporate Social Responsibility**

#### **1) PREAMBLE**

Corporate Social Responsibility (CSR) is strongly connected with the principles of Sustainability; an organization should make decisions based not only on financial factors, but also on the social and environmental consequences. Policy on Corporate Social Responsibility is mandatory as per guidelines of Companies Act 2013. CSR is defined within a frame work of Corporate Philosophy which factors the needs of the community and the regions in which corporate entity functions. Therefore, it is the core corporate responsibility of UP Hotels Ltd (“UPH”) to practice its corporate values through its commitment to grow in a socially and environmentally responsible way, while meeting the interests of its stakeholders.

U P Hotels Ltd recognizes that its business activities have wide impact on the societies in which it operates, and therefore an effective practice is required giving due consideration to the interests of its stakeholders including shareholders, customers, employees, suppliers, business partners, local communities and other organizations. The company endeavors to make CSR a key business process for sustainable development.

#### **2) INTRODUCTION**

The Corporate Office of the Company is in New Delhi and having hotels in Agra, Jaipur, Lucknow and Khajuraho. The primary beneficiaries of CSR should be those staying around the corporate office and hotel areas. Poor and needy section of the society living in different parts should be second beneficiaries. Moreover, UPH’s CSR policy should be integrated with the business plan so that environment and social concerned are well addressed along with growth in business.

In the aforesaid backdrop, policy on Corporate Social Responsibility of UPH is broadly framed taking into account the following measures: -

- a) Welfare measures for the community at large so as to ensure the poorer section of the Society derived the maximum benefits.
- b) Contribution to the society at large by way of social and cultural development, imparting education, training and social awareness specially with regard to the economically backward class for their development and generation of income to avoid any liability of employment.
- c) Protection and safeguard of environment and maintaining ecological balance.

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**3) OBJECTIVE**

The main objective of CSR policy is to lay down guidelines for UPH to make CSR a key business process for sustainable development of the Society. It aims at supplementing the role of the government in enhancing welfare measures of the society based on the immediate short term and long term and environmental consequences of their activities.

**4) SCOPE**

- ❖ eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation (including contribution to the Swach Bharat Kosh set-up by Central Government for the promotion of sanitation) and making available safe drinking water.
- ✓ Water Supply to village through mobile Tanker in summer till permanent Arrangement
- ✓ Installation/Repair of Hand Pumps/Tube Wells.
- ✓ Digging/Renovation of Wells.
- ✓ Development/construction of Water Tank/Ponds.
- ✓ Rain water-harvesting scheme
- ✓ Formation of a Task Force of Volunteers to educate people regarding proper use of drinking water.
- ✓ Empowerment to the villagers for maintenance of the above facilities for availability of water.
- ✓ Sulabh Souchalaya
- ✓ Health care by organizing camps and providing health check up & medicine.
- ✓ Social evils like alcohol, smoking, drug abuse etc
- ✓ Child and Mother care
- ✓ Diet and Nutrition.
- ✓ Blood donation camps.
- ✓ Diabetics detection & Hypertension Camps
- ✓ Family Welfare.
- ✓ Senior Citizen Health Care
- ✓ Wellness Clinics.
- ✓ Giving medical and Legal aid, treatment to road accident victims
- ✓ Provisions for aids and appliances to the differently-able persons
- ✓ To supplement the different programme of Local/State Authorities.
- ✓ Trauma care around highways in case of road accidents
- ✓ Enabling access to or improving the delivery of public health systems
- ✓ Supplementing of Govt. schemes like mid-day meal by corporates through additional nutrition.
- ✓ creating health infrastructure for COVID care.

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- ✓ establishment of medical oxygen generation and storage plants, manufacturing and supply of Oxygen concentrators, ventilators, cylinders and other medical equipment for countering COVID-19.
- ✓ Setting up makeshift hospitals and temporary Covid Care facilities.
- ❖ promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently-abled and livelihood enhancement projects.
  - ✓ Support to Technical/Vocational Institutions for their self- development.
  - ✓ Educating the Masses and Promotion of Road Safety awareness in all facets of road usage.
  - ✓ Safety traffic engineering and awareness through print, audio and visual means.
  - ✓ Conservation and renovation of school buildings and classrooms.
  - ✓ Academic education by way of financial assistance to Primary, Middle and Higher Secondary Schools.
  - ✓ Adult literacy especially amongst those belonging to BPL.
  - ✓ Awareness programmes on girl education.
  - ✓ Counseling of parents.
  - ✓ Special attention on education, training and rehabilitation of mentally & physically challenged children/persons.
  - ✓ Spreading legal awareness amongst people and disadvantageous sections of the society about their rights & remedies available.
  - ✓ Provide fees for a period of one year or more to the poor and meritorious, preferably girl students of the school in the operational area of the Company to enable them to get uninterrupted education.
  - ✓ Employment facilities should be provided to the community people specially to the backward section by providing education and training thereby developing their skill for suitable employment. Further opportunities for self employment should be provided by constructing Shopping Complex in and around the projects. Besides, Co-operative Societies should be formed by active participation of local people for setting up Dairies, Poultries and Piggery etc, which will also help to generate self-employment.
  - ✓ Driver's training.
  - ✓ Consumer education and awareness.
  - ✓ Research and studies in promotion of education, vocations, etc.
- ❖ promoting gender equality, empowering women, setting up homes and hostels for women and orphans, setting up old age homes, day care centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically background groups.

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- ✓ Organizing training programmes for women on tailoring Embroidery designs, Home Foods/Fast Foods, Pickles, Painting and Interior Decoration and other Vocational Courses.
- ✓ Enabling access to or improving the delivery of public health systems.
- ✓ Slum re-development or EWS housing.
  
- ❖ 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 set-up by the Central Government for rejuvenation of river Ganga).
  - ✓ Organizing sensitizing programmes on Environment Management and Pollution Control.
  - ✓ Green belt Development.
  - ✓ Aforestation, Social Forestry, Check Dams, Park.
  - ✓ Development of jobs related to agro product i.e Dairy/Poultry/farming and others.
  - ✓ Plantation of saplings producing fruit.
  - ✓ Animal care
  - ✓ Renewable energy projects.
  
- ❖ sports and culture, training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports;
  - ✓ Promotion of Sports and Cultural Activities for participation in State level.
  - ✓ Promotion/Development of sports activities in nearby villages by conducting tournaments like Football, Kabaddi and Khokho etc.
  - ✓ Providing sports materials for various sports like Football, Volleyball, Badminton, Hockey etc to the young, talented, budding players and also to provide proper nutritious food for all round physical & mental development.
  - ✓ Promotion of State level teams.
  - ✓ Sponsorship of Cultural event to restore Indian Cultural Traditions and Values.
  - ✓ Possibility of providing sports facilities for physically handicapped persons may be explored.
  
- ❖ 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 Scheduled Tribes, other backward classes, minorities and women;
  
- ❖ rural development projects viz. Infrastructure Support, Infrastructure for Village Electricity/Solar Light etc. Recurring expenditure should be borne by the beneficiaries.

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- ✓ To develop infrastructural facilities for providing electricity through Solar Lights or alternative renewal energy to the nearby villages. Recurring expenditure should be borne by the beneficiaries.
- ✓ Infrastructure Support – construction, repair, extension etc.
  - Auditorium,
  - Educational Institutions
  - Rural Dispensaries initiated by reputed NGOs.
  - Bridges, Culverts & Roads,
  - Shopping Complex to facilitate business/self employment for local people
  - Community Centre,
  - Yatri Shed in Bus Stand,
  - Burning Ghat/Crematorium
  - Development of Park
  - Play ground/Sports complex/Good Coaches.
  - Old Age Home.
- ❖ contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Govt.
- ❖ measures for the benefit of armed forces veterans, war widows and their dependents, Central Armed Police Forces (CAPF) and Central Para Military Forces (CPMF) veterans, and their dependents including widows.
- ❖ 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).
- ❖ disaster management, including relief, rehabilitation and reconstruction activities.
  - ✓ creating health infrastructure for COVID care.

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- ✓ establishment of medical oxygen generation and storage plants, manufacturing and supply of Oxygen concentrators, ventilators, cylinders and other medical equipment for countering COVID-19.
- ✓ Setting up makeshift hospitals and temporary Covid Care facilities.
- ❖ slum area development.

Explanation.- For the purposes of this item, the term 'slum area' shall mean any area declared as such by the Central Government or any State Government or any other competent authority under any law for the time being in force.

The above list is illustrative and not exhaustive. The Corporate Social Responsibility Committee / Board of Directors may consider CSR activities not falling in this list also but as per Schedule VII to the Companies Act, 2013 including amendment thereof from time to time..

#### **5) SOURCE OF FUND, REVIEW & MONITORING OF CSR ACTIVITIES**

As per Companies Act, 2013 guidelines on CSR, the funds for the CSR shall be allocated based on 2% of the Average net profits of the company for last three financial years (Total Allocated Funds).

The Board of Directors has constituted a Corporate Social Responsibility (CSR) Committee of the Board which formulates and recommends to the Board the CSR policy and the annual action plan. The CSR committee to monitor the progress of the annual action plan and the multi-year programs, their manner of execution, modalities of utilization of funds and implementation schedules along with details of need and impact assessment for projects as required.

The funds to be disbursed shall be utilised for the purposes and in the manner as approved by the Committee or Board. The Chief Financial Officer or the person responsible for financial management shall issue a certificate to the Board every year certifying that the funds disbursed are utilised for the purpose and in the manner as approved by the Board.

The respective Head of each hotel units will identify and implement CSR activities involving the followings:-

- (ii) to decide on the CSR activities.
- (ii) to interact with the CSR Implementing agencies (wherever appointed) for determining the activities to be undertaken.
- (iii) to examine the proposal / requests submitted by CSR implementing agencies (wherever appointed) for Grant of donation / Financial Assistance/ Sponsorship etc.
- (iii) based on the total activities to be undertaken, the respective heads will decide the quantum of budget for the year.

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- (iv) to monitor and review the progress of activities undertaken/completed and proper documentation of the completed projects.

The CSR Committee will receive and review all the CSR progress reports on an annual basis. Implementation of this policy will be monitored and reviewed periodically through a two tier structure comprising: CSR Committee of the Board, and CSR teams at the corporate offices and hotel units. The respective hotel units will prepare a report in the format prescribed under the Companies Act, 2013 and rules made thereunder on CSR activities and send it to CSR Committee. The monitoring process will cover both programme and financial reviews.

The CSR activities will be reflected in the Annual Report and Financial Statements of UPH. Proper records should be maintained for the activities taken up, agencies involved etc.

**Geographies and target communities:** The geographical focus of the Company's CSR activities will be where we have a presence through our hotels or site offices. In addition to above, we will also engage in other geographies as per our need analysis and opportunity for meaningful contribution. We will ensure that all communities benefit from our CSR activities including animals, birds, plants, environment, etc.