

1. Preface

Corporate Social Responsibility (CSR) is the way and mean through which corporates can repay the obligations made by the Society by contributing the resources in its various forms as required for the efficient operation of the Business. Corporate Social Responsibility is strongly connected with the principles of sustainability. Organization should make decisions based not only on financial or operational factors, but also on the social and environmental consequences. Therefore, it is the core corporate responsibility of Back Office IT Solutions Pvt Ltd (hereinafter referred to as BOIT) to practice its corporate values through its commitment to grow in a socially and environmentally responsible way, while meeting the interests of its stakeholders. As a corporate citizen, BOIT is committed to ensure the social upliftment of the communities in which it operates through Corporate Social Responsibility (CSR) initiatives.

2. Objective and Purpose

The objective of the policy is to define BOIT's Corporate Social Responsibility (CSR) approach in alignment with Section 135 of the Companies Act, 2013 read with applicable rules. The key purpose of this Policy is to:

- Outline the development areas in which the Company shall get involved in.
- Define governance structure for undertaking and monitoring CSR activities.
- Serve as a guiding document aiding in identification, execution and monitoring the CSR projects.

3. Scope of CSR Policy

This Policy applies to all CSR projects that will be undertaken by BOIT and shall fulfil all the requirements of Section 135 of the Companies Act, 2013. BOIT shall ensure all these activities are over and above the normal course of business and are in line with Schedule VII of the Companies Act, 2013. This Policy will be periodically reviewed and updated in line with the relevant codes of legislation and best practices that can be adopted by BOIT.

4. **Areas to Emphasize**

BOIT has broadly selected four areas of focus under its CSR activities, as under:

Education & Skill Development:

- Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects.
- Providing scholarships, paying school fees or financial assistance needy students
- Providing financial Aid or equipments etc to Schools

Environment Sustainability:

- Ensuring environmental sustainability ecological balance, protection of flora and fauna, animal welfare, agro forestry, conservation of natural resources and maintaining quality of soil, air and water;
- 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

Health care, Medical and other Welfare

- Providing medical relief and rehabilitation to communities who either don't have access to quality health care or cannot afford it;
- Providing financial assistance to Thalassemia patients.
- To give financial assistance to Hospitals, Local Authorities Municipalities, Urban Improvements Trusts and such other bodies for public utility & welfare.

- Eradicating hunger, poverty and malnutrition, promoting preventive health care and sanitation and making available safe drinking water;
- 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;
- Measures for the benefit of armed forces veterans, war widows and their dependents;
- Training to promote rural sports, nationally recognized sports, Paralympics sports and Olympic sports;
- 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;
- Contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government;
- Rural development projects;
- Slum area development.
- Providing equipments to hospitals

Emergencies and Natural Calamities

- BOIT shall provide relief, support, rehabilitation etc. in case of natural calamities or emergencies.

5. Undertaking CSR activities

BOIT will undertake CSR activities either directly and/or through not for profit, registered trusts/societies/other body corporate who are engaged in activities or programs which fall within the purview of BOIT's CSR Policy and areas of focus and/or directly through a Section 8 Company which it may set up in future for the purpose.

6. CSR Committee

BOIT has constituted Corporate Social Responsibility Committee (the "CSR Committee") in line with Section 135 of the Companies Act, 2013 (the "Act"). The CSR Committee consists of following members of the Board:

- Mr Anil Kumar Agrawal
- Mr Sukumal Jain

The CSR Committee of the Board shall be responsible for:

- Review of CSR activities in the Company.
- Formulation of CSR Policy.
- Monitoring of implementation of CSR Policy.
- Recommend to the Board, modifications to CSR Policy as and when required.
- Appraise to the Board the CSR expenditure done during the year.

7. CSR Spend

The Company will endeavor to contribute and spend 2% of the average net profits of the Company made during the three immediately preceding financial years or such amount as may be recommended by the CSR Committee from time to time in pursuance of this Policy, whichever is higher. 'Net Profit' shall be calculated in the manner prescribed by the Act and the CSR Rules.

The CSR Committee shall propose to distribute the amount among the Areas to Emphasize or such of them as the CSR Committee may deem fit in each financial year, in such proportion and in a manner that meets the objectives of the CSR Policy.

8. Compliance statement

The CSR policy of the company was approved by the company's Board of Directors on 18th December 2014 for adoption as the company's CSR policy. The contents of this policy shall be appropriately disclosed in the Board report in accordance with the requirements of the Companies Act, 2013, and rules framed there under. A copy of this policy will be placed on the Company's website.