

# IndianOil's Sustainability & CSR Policy

IndianOil's Sustainability & CSR vision is to operate its activities in providing energy solutions to its customers in a manner that is efficient, safe & ethical, which minimizes negative impact on environment and enhances quality of life of the community, towards sustaining a holistic business.

In line with the above vision, IndianOil's S&CSR mission is to:

- Meet stakeholders' aspirations for value creation and grow along with the society.
- Ensure a safe & healthy working environment.
- Incorporate environmental and social considerations in business decisions.
- Earn stakeholders' goodwill and build a reputation as a responsible corporate citizen.
- Conduct business with ethics and transparency & follow responsible business practices.

IndianOil shall pursue the following thrust areas under S&CSR:

- Efficiency in operations and processes.
- Safe and healthy environment in and around the workplaces.
- Basic livelihood needs & societal empowerment.
  - Safe drinking water and protection of water resources.
  - Healthcare and sanitation.
  - Education and employment-enhancing vocational skills.
  - Empowerment of women and socially/economically backward groups, etc.
- Tourist friendly facilities at monuments of national importance.
- Environmentally sustainable practices within & beyond the organization's premises:
  - Clean energy options.
  - Rain water harvesting (at co. owned premises, retail outlets).
  - Limit emission of Greenhouse Gases.
  - Reduce/reuse/recycle resources/waste & dispose waste streams in environmentally safe manner.
- Promotion of responsible business practices: Conduct business with transparency, integrity and accountability.

IndianOil's S&CSR Policy will be operative within the overall ambit of CSR Provisions of the Companies Act 2013 [hereinafter referred to as 'Act'], Companies (CSR Policy) Rules 2014 [hereinafter referred to as 'CSR Rules'], Schedule-VII to the Act [hereinafter referred to as 'Schedule-VII'], DPE's guidelines on CSR & Sustainability [hereinafter referred to as 'DPE guidelines'] and clarifications/amendments thereof from time to time.

IndianOil shall constitute a Sustainability & CSR Committee of the Board [hereinafter referred to as 'Board Committee'], consisting of at least three Directors, out of which at least one Director shall be an independent director.

IndianOil shall earmark 2% of average net profits earned during three immediately preceding financial years for 'CSR budget' of the year, which will be non-lapsable.

The surplus arising out of the projects/programs/initiatives [hereinafter referred to as 'Activities'], which are funded from the CSR budget, shall not form part of the business profit.

If IndianOil fails to spend the CSR budget of a year, the reasons for not spending the amount will be specified in the Directors' Report.

All S&CSR activities, which are funded from the CSR budget, shall exclude those undertaken in pursuance of normal course of business.

Activities funded from the CSR budget will have following 6 components:

- a) Need Assessment,
- b) Modalities of Execution,
- c) Implementation Schedule,
- d) Modalities of Utilization of Funds,
- e) Monitoring/Reporting Mechanism, and
- f) Impact assessment (for large projects).

S&CSR Policy and its contents shall be displayed at IndianOil's web site, as per the format specified in the CSR Rules. The Directors' Report shall include an annual report on S&CSR activities.