



July 19, 2023

To
The Manager
The Department of Corporate Services
BSE Limited
Floor 25, P. J. Towers,
Dalal Street, Mumbai – 400 001

To
The Manager
The Listing Department
National Stock Exchange of India Limited
Exchange Plaza, Bandra Kurla Complex,
Bandra (East), Mumbai – 400 051

Scrip Code: 539450

Scrip Symbol: SHK

Dear Sir/ Madam,

Sub: Business Responsibility and Sustainability Report

Pursuant to Regulation 34(2)(f) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, please find enclosed Business Responsibility and Sustainability Report for Financial Year 2022-23, which also forms part of the Annual Report of the Company.

The same is available on the website of the company www.keva.co.in.

You are requested to take the same on record.

Thanking you,

Yours faithfully,

For S H Kelkar and Company Limited

Rohit Saraogi
Company Secretary & Compliance Officer

Encl: As above



Business Responsibility and Sustainability Report

SECTION A: GENERAL DISCLOSURES

I. Details of the listed entity

1.	Corporate Identity Number (CIN) of the Listed Entity	L74999MH1955PLC009593
2.	Name of the Listed Entity	S H Kelkar and Company Limited
3.	Year of Incorporation	01/07/1955
4.	Registered office address	Devkaran Mansion, 36 Mangaldas Road, Mumbai -400002
5.	Corporate address	S H Kelkar and Company Limited, LBS Marg, Mulund (West), Mumbai - 400080
6.	Email	investors@keva.co.in
7.	Telephone	+ 91 22 6606 7777
8.	Website	www.keva.co.in
9.	Financial year for which reporting is being done	2022-23
10.	Name of the Stock Exchange(s) where shares are listed	BSE, NSE
11.	Paid-up Capital	₹ 138.42 crores
12.	Name and contact details (telephone, email address) of the person who may be contacted in case of any queries on the BRSR report	Rohit Saraogi Group CFO, Company Secretary and Compliance Officer + 91 22 6606 7777; investors@keva.co.in
13.	Reporting boundary Are the disclosures under this report made on a standalone basis (i.e. only for the entity) or on a consolidated basis (i.e. for the entity and all the entities which form a part of its consolidated financial statements, taken together).	Standalone basis. The Report covers S H Kelkar and Company Limited's (SHK) facilities and offices present in India. The reporting timeline for this Report is 1 st April 2022 to 31 st March 2023.

II. Products/services

14. Details of business activities (accounting for 90% of the turnover):

S. No.	Description of Main Activity	Description of Business Activity	% of Turnover of the Entity (FY 2022-23)
1.	Fragrances and Flavours	Manufacturing, supplying, and exporting of fragrances, aroma ingredients and natural ingredients	100%

15. Products/Services sold by the entity (accounting for 90% of the entity's Turnover):

S. No.	Product/Service	NIC Code	% of Total Turnover Contributed
1.	Fragrances, Aroma Ingredients and Flavours	20119	98.71%

III. Operations

16. Number of locations where plants and/or operations/offices of the entity are situated:

Location	Number of plants	Number of offices	Total
National	1	4	5
International	-	-	-

Note: International Operations are done through Subsidiaries and the International Offices are owned by the respective Subsidiaries.

17. Markets served by the entity:

The Company's products and services have a national and international presence, and several products are exported through its Subsidiaries.

a. Number of locations

Locations	Number
National (No. of States)	28
International (No. of Countries)	11

b. What is the contribution of exports as a percentage of the total turnover of the entity?

3.30%

c. A brief on types of customers

S H Kelkar and Company Limited (SHK/Company) is the largest Indian-origin Fragrance & Flavour Company in India. It has a long-standing reputation in the fragrance industry and has been developed with more than 90 years of experience. Its fragrance products and ingredients are used as a raw material in personal wash, fabric care, skin and hair care, fine fragrances and household products. Its flavour products are used as a raw material by producers of baked goods, dairy products, beverages and pharmaceutical products. The Company has a diverse and large client base including leading national and multinational FMCG companies, blenders of fragrances & flavours and its producers.

IV. Employees**18. Details as at the end of Financial Year:****a. Employees and workers (including differently abled):**

S. No.	Particulars	Total (A)	Male		Female	
			No. (B)	% (B / A)	No. (C)	% (C / A)
Employees						
1.	Permanent (D)	387	279	72.09%	108	27.91%
2.	Other than Permanent (E)	0	0	0	0	0
3.	Total employees (D + E)	387	279	72.09%	108	27.91%
Workers						
4.	Permanent (F)	170	170	100%	0	0
5.	Other than Permanent (G)	0	0	0	0	0
6.	Total workers (F + G)	170	170	100%	0	0%

b. Differently abled Employees and workers:

S. No.	Particulars	Total (A)	Male		Female	
			No. (B)	% (B / A)	No. (C)	% (C / A)
DIFFERENTLY ABLED EMPLOYEES						
1.	Permanent (D)	2	2	100%	0	0
2.	Other than Permanent (E)	0	0	0	0	0
3.	Total differently abled employees (D + E)	2	2	100%	0	0%
DIFFERENTLY ABLED WORKERS						
4.	Permanent (D)	0	0	0%	0	0%
5.	Other than Permanent (E)	0	0	0	0	0
6.	Total workers (D + E)	0	0	0%	0	0%

19. Participation/Inclusion/Representation of women

Category	Total	No. and percentage of Females	
	(A)	No. (B)	% (B / A)
Board of Directors	8	2	25%
Key Management Personnel (KMP)	2	0	0%

20. Turnover rate for permanent employees and workers

	FY 2022-23			FY 2021-22			FY 2020-21		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Permanent Employees	12%	30%	17%	5%	13%	7%	7%	10%	8%
Permanent Workers	1%	NA	1%	3%	NA	3%	1%	NA	1%

V. Holding, Subsidiary and Associate Companies (including joint ventures)**21. (a) Names of holding / subsidiary / associate companies / joint ventures**

S. No.	Name of the holding / subsidiary / associate companies / joint ventures (A)	Indicate whether holding/ Subsidiary/ Associate/ Joint Venture	% of shares held by listed entity	Does the entity indicated at column A, participate in the Business Responsibility initiatives of the listed entity? (Yes/No)
1	Keva Fragrances Pvt. Ltd.	Subsidiary	100%	No
2	Keva Flavours Pvt. Ltd.	Subsidiary	99%	No
3	Keva Ventures Pvt. Ltd.	Subsidiary	100%	No
4	Creative Flavours & Fragrances S.p.A	Subsidiary of step-down subsidiary	17%	No
5	Keva Europe BV	Subsidiary	100%	No
6	Keva Fragrance Industries Pte. Ltd	Subsidiary	100%	No
7	NuTaste Food and Drink Labs Pvt. Ltd	Step down subsidiary	86.96%	No
8	Amikeva Pvt. Ltd	Step down subsidiary	70.48%	No
9	PT SHKKEVA Indonesia	Step down subsidiary	99.75%	No
10	Anhui Ruibang Aroma Company Ltd	Step down subsidiary	90%	No
11	Keva UK Ltd	Step down subsidiary	100%	No
12	Keva Italy Srl	Step down subsidiary	100%	No
13	Provier Beheer BV	Step down subsidiary	81%	No
14	Holland Aromatics BV	Subsidiary of step-down subsidiary	81%	No

VI. CSR Details

22. (i) Whether CSR is applicable as per section 135 of Companies Act, 2013: (Yes/No) - Yes

(ii) Turnover (in ₹.) - ₹ 806.89 Crores

(iii) Net worth (in ₹.) - ₹ 601.28 Crores

VII. Transparency and Disclosures Compliances

23. Complaints/Grievances on any of the principles (Principles 1 to 9) under the National Guidelines on Responsible Business Conduct:

Stakeholder group from whom complaint is received	Grievance Redressal Mechanism in place (Yes/No) (If Yes, then provide web-link for grievance redress policy)	FY 2022-23			FY 2021-22		
		Number of complaints filed during the year	Number of complaints pending resolution at close of the year	Remarks	Number of complaints filed during the year	Number of complaints pending resolution at close of the year	Remarks
Communities	Yes	0	0	NA	0	0	NA
Investors (other than shareholders)	Yes	0	0	NA	0	0	NA
Shareholders	Yes	0	0	NA	0	0	NA
Employees and workers	Yes	0	0	NA	0	0	NA
Customers	Yes	151	1	The pending complaint has been closed as on the date of the report.	127	0	NA
Value Chain Partners	Yes	0	0	NA	0	0	NA
Other (please specify)	Yes	0	0	NA	0	0	NA

Note: Complaints listed under Customers represent Vendors. SHK is a Business-to-Business Company.

Link for Grievance Redressal Policy: <https://keval.co.in/investor-updates/#92-178-policies>

24. Overview of the entity's material responsible business conduct issues

Please indicate material responsible business conduct and sustainability issues pertaining to environmental and social matters that present a risk or an opportunity to your business, rationale for identifying the same, approach to adapt or mitigate the risk along-with its financial implications, as per the following format:

S. No	Material issue identified	Indicate whether risk or opportunity (R/O)	Rationale for identifying the risk / opportunity	In case of risk, approach to adapt or mitigate	Financial implications of the risk or opportunity (Indicate positive or negative implications)
1	GHG Emissions	Risk	Given that SHK manufactures fragrances, the processes consumes electricity and other fuels, thereby resulting in GHG emissions. With strict regulations on GHG emissions emerging every year, there may be a direct impact on the Company.	To mitigate these risks, SHK has implemented a Solar Energy project at their manufacturing plants. This has reduced the CO ₂ emissions as compared to the use of conventional energy sources. SHK has replaced the fuel source for the boiler at the manufacturing unit in Vashivali. SHK has installed a briquette boiler which is fitted with a dust collector. This has eliminated particulate discharge and reduced the overall CO ₂ emissions as compared to traditional boilers.	Positive: <ul style="list-style-type: none"> Reduction of GHG emissions Increased trust and credibility from stakeholders Negative: <ul style="list-style-type: none"> Taxes on fossil fuels

S. No	Material issue identified	Indicate whether risk or opportunity (R/O)	Rationale for identifying the risk / opportunity	In case of risk, approach to adapt or mitigate	Financial implications of the risk or opportunity (Indicate positive or negative implications)
2	Energy Management	Risk	<p>The manufacturing processes of SHK consumes electricity and fuel.</p> <p>There may be risks due to high energy consumption. This can result in increased costs, regulatory non-compliance, and reputational damage.</p>	<p>SHK has taken steps to reduce power consumption at Vashivali factory by setting up a 360kWh Solar PV power plant.</p> <p>This project will produce 6,20,500kWh of energy annually, and has helped reduce costs. This project has helped reduce 30% of our electric power requirement.</p>	<p>Negative:</p> <ul style="list-style-type: none"> Increased costs on higher energy consumption <p>Positive:</p> <ul style="list-style-type: none"> Increased trust and credibility from stakeholders Effective energy management can lead to significant cost savings
3	Water & Wastewater Management	Risk	<p>SHK's manufacturing processes consume water and produce wastewater. Risks may arise due to poor water management, leading to increased water consumption and increased costs.</p> <p>Risks from ineffective Wastewater treatment include wastewater contamination of surrounding areas and degradation of the environment and water quality.</p>	<p>SHK has installed a rainwater harvesting plant at its Vashivali plant, to collect rainwater from all the buildings on site. This has helped harvest close to 5,000-5,500 kilo liters of water year-on-year.</p> <p>As a result of the implementation of a Multi-effect Evaporator (MEE) and Reverse Osmosis (RO) facility, the Company's Vashivali facility has Zero Liquid Discharge.</p>	<p>Negative:</p> <ul style="list-style-type: none"> Increased costs due to higher water consumption <p>Positive:</p> <ul style="list-style-type: none"> Effective management of water thereby reducing the overall water consumption Reduction in costs from better water management Effective treatment of wastewater reducing the impact on the environment and surroundings.

S. No	Material issue identified	Indicate whether risk or opportunity (R/O)	Rationale for identifying the risk / opportunity	In case of risk, approach to adapt or mitigate	Financial implications of the risk or opportunity (Indicate positive or negative implications)
4	Human Rights & Community Relations	Opportunity	<p>Human Rights and Community relations is an opportunity for SHK to enhance its brand reputation, build trust, and gain internal employees', and external community's support.</p> <p>Healthier and simplified Human Rights procedures and policies will help create a positive environment to work.</p> <p>Engaging with local communities through philanthropic initiatives, volunteerism, and environmental stewardship can demonstrate SHK's commitment to social responsibility and sustainability.</p>	<p>SHK has a Human Rights Policy and has laid down steps and processes to help employees in all stages of the employee life-cycle. Necessary trainings and employee engagement activities are conducted throughout the year.</p> <p>SHK has taken up many initiatives in CSR for the local communities.</p> <p>In collaboration with Sukruta Rural Empowerment Foundation, SHK helps accomplish Foundation's initiative of employing and educating women affected by drought; to pluck and dry Neem seeds that are further cold pressed to manufacture Neem oil.</p> <p>In an attempt to make education accessible for all, SHK has established the Kelkar Education Trust in 1979. Through this Trust, SHK has setup Shri Vaze College of Arts, Commerce and Science in Mumbai.</p> <p>SHK also partners and contributes for upgradation of sanitation facilities and educational infrastructure.</p>	<p>Positive:</p> <ul style="list-style-type: none"> Community relations will enhance a Company's reputation, attracting customers and investors, and improving brand loyalty, leading to increased revenue and market share. Human Rights processes can help gain the trust of Employees and Workers.
5	Workforce Health & Safety	Risk	<p>As SHK's manufacturing processes involve handling of chemicals there may be a risk to worker health and safety, if not handled properly.</p>	<p>SHK conducts training for all its employees on Health and Safety. The Code of Conduct also emphasizes on the Health and Safety measures for all the employees and workmen.</p> <p>SHK also has a dedicated EHS policy that is committed towards occupational health, safety and environment protection.</p>	<p>Negative:</p> <ul style="list-style-type: none"> Risks related to employee well-being <p>Positive:</p> <ul style="list-style-type: none"> Increased awareness and training on Health and Safety aspects will have a positive impact by reducing the overall number of safety related incidents.

S. No	Material issue identified	Indicate whether risk or opportunity (R/O)	Rationale for identifying the risk / opportunity	In case of risk, approach to adapt or mitigate	Financial implications of the risk or opportunity (Indicate positive or negative implications)
6	Supply Chain Management	Risk	As SHK is reliant on many raw materials from different suppliers, Risks may arise due to supply chain disruption, moderate supplier performance and sustainability practices of suppliers, and geo-political challenges.	SHK has a dedicated Policy towards Sustainable Supply Chain and Responsible Sourcing Policy. All aspects of Environmental, Social and Governance (ESG) shall be complied by suppliers. SHK assesses its suppliers' manufacturing to ensure all aspects of quality and timely delivery of products are maintained. Alternate Supply of Raw Materials, supported by Innovation, Backward Integration and Operational Efficiency.	Negative: <ul style="list-style-type: none"> Delays in production due to substandard supply chain management. Positive: <ul style="list-style-type: none"> Increased awareness and compliance from suppliers will help towards creating a Sustainable Supply Chain. This will help reduce delays from suppliers, increased quality of products and better management of ESG issues in the supply chain.

SECTION B: MANAGEMENT AND PROCESS DISCLOSURES

This section is aimed at helping businesses demonstrate the structures, policies and processes put in place towards adopting the NGRBC Principles and Core Elements.

Disclosure Questions	P1	P2	P3	P4	P5	P6	P7	P8	P9
Policy and management processes									
1. a. Whether your entity's policy/policies cover each principle and its core elements of the NGRBCs. (Yes/No)					Yes				
b. Has the policy been approved by the Board? (Yes/No)					Yes				
c. Web Link of the Policies, if available					Link				
2. Whether the entity has translated the policy into procedures. (Yes / No)					Yes				
3. Do the enlisted policies extend to your value chain partners? (Yes/No)					Yes				
4. Name of the national and international codes/certifications/labels/standards (e.g., Forest Stewardship Council, Fairtrade, Rainforest Alliance, Trustea) standards (e.g. SA 8000, OHSAS, ISO, BIS) mapped to each principle.									
Principle 1					ISO 9001				
Principle 2					SEDEX Verified				
Principle 3					ISO 45000				
Principle 4					NA				
Principle 5					NA				
Principle 6					ISO 14000, ISO 45000, HALAL certification				

Disclosure Questions	P1	P2	P3	P4	P5	P6	P7	P8	P9
Principle 7	NA								
Principle 8	NA								
Principle 9	NA								
5. Specific commitments, goals and targets set by the entity with defined timelines, if any.	Sustainability and Environmental protection is a priority for SHK. The Company is committed to a roadmap, of which Phase 1 entails measuring our Scope 1 and Scope 2 emissions, waste management, and resource allocation at Company's sites in India. Phase 2 will feature the same aspects of Net Zero implementation as Phase 1. Measurement of our Scope 3 emissions, the setting of milestones, and target monitoring are all part of Phase 3. The Company anticipates meeting these commitments, aims, and goals by 2026.								
6. Performance of the entity against the specific commitments, goals and targets along-with reasons in case the same are not met.	SHK has taken active steps in implementation of the commitments set. For 2022-2023 we have measured our overall Scope 1 and Scope 2 emissions.								
Governance, leadership, and oversight									
7. Statement by director responsible for the business responsibility report, highlighting ESG related challenges, targets and achievements (listed entity has flexibility regarding the placement of this disclosure):	<p>To improve the standard of living in the communities it serves, the Company is dedicated to incorporating environmental, social, and governance (ESG) principles into its operations. By strengthening the health, safety, and environmental implications of products throughout their lifecycles, it abides by the principles of product stewardship. We are conscious that our actions have an impact on local communities, ecologies, and geographies. We behave in a manner that befits a responsible corporate citizen. Our products are designed to be of the highest quality and we assume active responsibility in ensuring all safety and regulatory standards. The effects on the environment include topics such as waste management, nature & biodiversity, and resources (energy & water). We have pledged to reduce its emissions. Company has adopted policies for biodiversity, health, safety, governance and environment. The Company is dedicated to using ethical business practices that are good for the community, the workforce, and human capital. It offers workers and employees with good, safe and healthy working conditions.</p>								
8. Details of the highest authority responsible for implementation and oversight of the Business Responsibility policy/policies	The Chief Executive Officer (CEO) is the highest authority responsible for implementation and oversight of the Business Responsibility policies, alongwith the recommendations of Board and Committees. Head of EHS/Head of HR are also responsible and assist for implementation.								
9. Does the entity have a specified Committee of the Board/ Director responsible for decision making on sustainability related issues? (Yes / No). If yes, provide details.	Yes, The CEO who is also a member of the Board of the Company is responsible for decision making on sustainability related issues.								

10. Details of Review of NGRBCs by the Company:

Subject for Review	Indicate whether review was undertaken by Director / Committee of the Board/Any other Committee									Frequency (Annually/Half yearly/ Quarterly/ Any other- please specify)								
	P1	P2	P3	P4	P5	P6	P7	P8	P9	P1	P2	P3	P4	P5	P6	P7	P8	P9
Performance against above policies and follow up action	Performance against above mentioned policies and follow up action is reviewed by the Board of Directors. The frequency of these reviews is as and when required or whenever an update is required due to change in applicable laws.																	
Compliance with statutory requirements of relevance to the principles, and, rectification of any non-compliances	No non-compliances have been observed during the reporting period.																	

11. Has the entity carried out independent assessment/ evaluation of the working of its policies by an external agency? (Yes/No). If yes, provide the name of the agency.	P1	P2	P3	P4	P5	P6	P7	P8	P9
	Internal auditors review the policies on a periodic basis and evaluate working of the same and assess the adequacy and effectiveness in terms of best practices followed by other organizations of repute. SHK has taken up audits of from IMS, SEDEX on Sustainable parameters. External safety audit (DISH) was also conducted for its manufacturing location at Vashivali.								

12. If answer to question (1) above is “No” i.e. not all Principles are covered by a policy, reasons to be stated:
Not Applicable

SECTION C: PRINCIPLE WISE PERFORMANCE DISCLOSURE

This section is aimed at helping entities demonstrate their performance in integrating the Principles and Core Elements with key processes and decisions. The information sought is categorized as “Essential” and “Leadership”. While the essential indicators are expected to be disclosed by every entity that is mandated to file this report, the leadership indicators may be voluntarily disclosed by entities which aspire to progress to a higher level in their quest to be socially, environmentally and ethically responsible.

Principle 1: Businesses should conduct and govern themselves with integrity, and in a manner that is Ethical, Transparent and Accountable

Essential Indicators

1. Percentage coverage by training and awareness programmes on any of the Principles during the financial year:

Segment	Total number of training and awareness programmes held	Topics / principles covered under the training and its impact	%age of persons in respective category covered by the awareness programmes
Board of Directors	7	The Board of Directors of the Company (including its Committees) have during the year, spent time training on range of topics related to business, regulations, the economy, and environmental, social, and governance aspects.	100%
KMP	1	<ul style="list-style-type: none"> • Code of conduct • Prevention of Sexual Harassment • Anti-Bribery and Anti-Corruption 	100%

Segment	Total number of training and awareness programmes held	Topics / principles covered under the training and its impact	%age of persons in respective category covered by the awareness programmes
Employees other than BoD and KMPs	16	<ul style="list-style-type: none"> Code of conduct Anti-Bribery and Anti-Corruption Health & Safety Prevention of Insider Trading Prevention of Sexual Harassment Values-based capability building programme Employee Well being 	100%
Workers	13	<ul style="list-style-type: none"> Health and Safety HR Training Code of Conduct Anti-Bribery and Anti-Corruption 	100%

2. Details of fines / penalties /punishment/ award/ compounding fees/ settlement amount paid in proceedings (by the entity or by directors / KMPs) with regulators/ law enforcement agencies/judicial institutions, in the financial year, in the following format (Note: the entity shall make disclosures on the basis of materiality as specified in Regulation 30 of SEBI (Listing Obligations and Disclosure Obligations) Regulations, 2015 and as disclosed on the entity's website):

Monetary					
	NGRBC Principle	Name of the regulatory/ Enforcement agencies/ judicial institutions	Amount (In INR)	Brief of the Case	Has an appeal been preferred? (Yes/No)
Penalty/ Fine					
Settlement			Nil		
Compounding fee					

Non-Monetary					
	NGRBC Principle	Name of the regulatory/ Enforcement agencies/ judicial institutions		Brief of the Case	Has an appeal been preferred? (Yes/No)
Imprisonment					
Punishment			Nil		

3. Of the instances disclosed in Question 2 above, details of the Appeal/ Revision preferred in cases where monetary or non-monetary action has been appealed.

Not Applicable.

4. Does the entity have an anti-corruption or anti-bribery policy? If yes, provide details in brief and if available, provide a web-link to the policy.

SHK has developed an Anti-Corruption Compliance Policy. The Policy applies to directors, officers, employees at all levels, as well as to the agents, representatives, and other associated persons. The Policy defines responsibilities of the management, employees and detailed processes for managing any issues of corruption. [Link](#)

5. Number of Directors/KMPs/employees/workers against whom disciplinary action was taken by any law enforcement agency for the charges of bribery/ corruption.

Category	FY 2022-23	FY 2021-22
Directors	0	0
KMPs	0	0
Employees	0	0
Workers	0	0

6. Details of complaints with regard to conflict of interest:

	FY 2022-23		FY 2021-22	
	Number	Remarks	Number	Remarks
Number of complaints received in relation to issues of Conflict of Interest of the Directors	0	NA	0	NA
Number of complaints received in relation to issues of Conflict of Interest of the KMPs	0	NA	0	NA

7. Provide details of any corrective action taken or underway on issues related to fines / penalties /action taken by regulators/ law enforcement agencies/ judicial institutions, on cases of corruption and conflicts of interest.

Not Applicable

Leadership Indicators

1. Awareness programmes conducted for value chain partners on any of the Principles during the financial year:

SHK conducts sessions for agents to update them on products and help them resolve their queries, if any. SHK provides training to farmers with regards to cultivation of crops for essential oils. SHK has an internal audit team for vendor assessment. They assess vendors' manufacturing units for various categories and guide them for mitigating the findings.

2. Does the entity have processes in place to avoid/ manage conflict of interests involving members of the Board? (Yes/ No) If Yes, provide details of the same.

Yes, SHK has a Policy for Management of Conflict of Interest involving Promoters, Directors, Key Managerial Personnel and Senior Leadership Team. The Policy acts as a guide to determine Conflict of Interest and outlines the process to deal with the same. [Link](#)

Principle 2: Businesses should provide goods and services in a manner that is Sustainable and Safe

Essential Indicators

1. Percentage of R&D and capital expenditure (capex) investments in specific technologies to improve the environmental and social impacts of product and processes to total R&D and capex investments made by the entity, respectively.

SHK has made various investments in technologies to improve the environmental and social performance, they include:

	Current Financial Year	Previous Financial Year	Details of improvements in environmental and social impacts
R&D	15.3%	4.3%	R&D investments are mainly focused to minimize environmental impact and optimize use of resources through efficient management. The Company invests towards enhancing its research capabilities for development of new molecules with better biodegradability profile.
Capex	6.5%	0.7%	The capex investments are mainly focused towards conservation of energy and resources through installation of energy efficient systems, investments in low-carbon technologies and equipments; employee health & safety; and improvement in production processes.

2. Does the entity have procedures in place for sustainable sourcing? (Yes/No) b. If yes, what percentage of inputs were sourced sustainably?

Yes. The Company officials engage with the farmers across the country to encourage cultivation of aromatic oils. The Company offers aromatic plants for cultivation to such farmers with a guarantee of buy back for oils from them thereby contributing to sustainable sourcing.

The Company has adopted a Policy towards Sustainable Supply Chain and Responsible Sourcing which identifies different standards and processes of Sustainability that should be adopted by all Suppliers.

3. Describe the processes in place to safely reclaim your products for reusing, recycling and disposing at the end of life, for (a) Plastics (including packaging) (b) E-waste (c) Hazardous waste and (d) other waste

Processes to safely manage and handle waste material include:

There are no process to reclaim Plastic waste or E-waste.

Non-Hazardous Waste

Non-hazardous waste generated through cartons, etc., are recycled through authorized vendors.

Hazardous Waste

Discarded Drums/Barrels are recycled through authorized vendors.

Other Wastes – Food waste

Canteen and garden waste at the Vashivali plant are treated in a Food Machine. The food machine converts the waste into manure within 24 hours which processes upto 75 kgs of waste per day thereby converting it into 7.5kgs of manure. This manure is used to nourish the plants within the factory premises.

4. Whether Extended Producer Responsibility (EPR) is applicable to the entity’s activities (Yes / No). If yes, whether the waste collection plan is in line with the Extended Producer Responsibility (EPR) plan submitted to Pollution Control Boards? If not, provide steps taken to address the same.

Yes. SHK is in the process of making an application for Extended Producer Responsibility (EPR) before the respective Pollution Control Board.

Leadership Indicators

1. Has the entity conducted Life Cycle Perspective / Assessments (LCA) for any of its products (for manufacturing industry) or for its services (for service industry)? If yes, provide details in the following format?

SHK has not conducted any Life Cycle Perspective / Assessments (LCA) for any of its products.

2. If there are any significant social or environmental concerns and/or risks arising from production or disposal of your products / services, as identified in the Life Cycle Perspective / Assessments (LCA) or through any other means, briefly describe the same along-with action taken to mitigate the same.

Not Applicable.

3. Percentage of recycled or reused input material to total material (by value) used in production (for manufacturing industry) or providing services (for service industry).

At present SHK does not use any recycled or reused input material in its production process.

4. Of the products and packaging reclaimed at end of life of products, amount (in metric tonnes) reused, recycled, and safely disposed of.

	FY 2022-23			FY 2021-22		
	Re-Used	Recycled	Safely Disposed	Re-Used	Recycled	Safely Disposed
Plastics (including packaging)	0	0	0	0	0	0
E-waste	0	0	0	0	0	0
Hazardous waste	0	0	0	0	0	0
Other Waste	0	0	0	0	0	0

There are no reclaimed products neither any packaging is collected at the end of life of products.

5. Reclaimed products and their packaging materials (as percentage of products sold) for each product category.

At present, SHK does not use any reclaimed products or packaging materials for any of its products.

Principle 3: Businesses should respect and promote the well-being of all employees, including those in their value chains

Essential Indicators

1. a. Details of measures for the well-being of employees:

Category	% of employees covered by										
	Total (A)	Health Insurance		Accident Insurance		Maternity Benefits		Paternity Benefits		Day Care Facilities	
		Number (B)	% (B/ A)	Number (C)	% (C/ A)	Number (D)	% (D/ A)	Number (E)	% (E/ A)	Number (F)	% (F/ A)
Permanent employees											
Male	279	279	100%	279	100%	NA	NA	279	100%	279	100%
Female	108	108	100%	108	100%	108	100%	NA	NA	108	100%
Total	387	387	100%	387	100%	108	27.91%	279	72.09%	387	100%
Other than Permanent employees											
Male											
Female						NA					
Total											

b. Details of measures for the well-being of workers:

Category	% of Workers covered by										
	Total (A)	Health Insurance		Accident Insurance		Maternity Benefits		Paternity Benefits		Day Care Facilities	
		Number (B)	% (B/ A)	Number (C)	% (C/ A)	Number (D)	% (D/ A)	Number (E)	% (E/ A)	Number (F)	% (F/ A)
Permanent workers											
Male	170	170	100%	170	100%	NA	NA	170	100%	170	100%
Female	0	NA	NA	NA	NA	NA	NA	NA	NA	NA	NA
Total	170	170	100%	170	100%	NA	NA	170	100%	170	100%
Other than Permanent workers											
Male											
Female						NA					
Total											

2. Details of retirement benefits, for Current FY and Previous Financial Year.

Benefits	FY 2022-23			FY 2021-22		
	No. of employees covered as a % of total employees	No. of workers covered as a % of total workers	Deducted and deposited with the authority (Y/N/N.A.)	No. of employees covered as a % of total employees	No. of workers covered as a % of total workers	Deducted and deposited with the authority (Y/N/N.A.)
PF	100%	100%	Y	100%	100%	Y
Gratuity	100%	100%	Y	100%	100%	Y
ESI	100%	100%	Y	100%	100%	Y
Others	-	-	-	-	-	-

3. Accessibility of workplaces: Are the premises / offices of the entity accessible to differently abled employees and workers, as per the requirements of the Rights of Persons with Disabilities Act, 2016? If not, whether any steps are being taken by the entity in this regard.

Yes, all offices are accessible to differently abled employees.

4. Does the entity have an equal opportunity policy as per the Rights of Persons with Disabilities Act, 2016? If so, provide a web-link to the policy.

Yes, the Company has a strong commitment to providing equal opportunities of employment and non-discrimination in all processes including, but not limited to, recruiting, hiring, promotion and termination. A dedicated Equal Opportunity Policy is available. [Link](#)

5. Return to work and Retention rates of permanent employees and workers that took parental leave:

Gender	Permanent employees		Permanent Workers	
	Return to work rate	Retention rate	Return to work rate	Retention rate
Male	100%	-	100%	-
Female	100%	-	-	-
Total	100%	-	100%	-

Note: There are no employees or workers who availed maternity/parental leave in FY-2021-22

6. Is there a mechanism available to receive and redress grievances for the following categories of employees and workers? If yes, give details of the mechanism in brief.

Permanent Workers	Yes, the Company has formalized a Grievance Redressal Policy that forms a transparent and fair redressal system. This Policy acts as a mechanism and is accessible to all employees and workers.
Other than Permanent Worker	
Permanent Employees	The Policy clearly lays out the process to be followed by an employee/worker to raise a grievance. More details can be found in this Link .
Other than Permanent Employees	

7. Membership of employees and worker in association(s) or Unions recognized by the listed entity:

Category	FY 2022-23			FY 2021-22		
	Total employees / workers in respective category (A)	No. of employees / workers in respective category, who are part of association(s) or Union (B)	% (B / A)	Total employees / workers in respective category (C)	No. of employees / workers in respective category, who are part of association(s) or Union (D)	% (D / C)
Total Permanent Employees	387	0	0%	372	0	0%
Male	279	0	0%	267	0	0%
Female	108	0	0%	105	0	0%
Total Permanent Workers	170	170	100%	174	174	100%
Male	170	170	100%	174	174	100%
Female	0	0	0%	0	0	0%

8. Details of training given to employees and workers:

Category	FY 2022-23					FY 2021-22				
	Total (A)	On Health and Safety Measures		On Skill Upgradation		Total (D)	On Health and Safety Measures		On Skill Upgradation	
		No. (B)	% (B/A)	No. (C)	% (C/A)		No. (E)	% (E/D)	No. (F)	% (F/D)
Employees										
Male	279	279	100%	279	100%	267	267	100%	267	100%
Female	108	108	100%	108	100%	105	105	100%	105	100%
Total	387	387	100%	387	100%	372	372	100%	372	100%
Workers										
Male	170	170	100%	83	48.82%	174	174	100%	73	41.95%
Female	0	0	0%	0	0%	0	0	0%	0	0%
Total	170	170	100%	83	48.82%	174	174	100%	73	41.95%

Note: The Company provides regular trainings on health and safety and skill upgradation to all its employees and workers. The above data is based on the trainings scheduled for all employees and workers. The Company will implement a mechanism to track the trainings and attendance for all trainings in the next reporting year.

9. Details of performance and career development reviews of employees and worker:

Category	FY 2022-23 Current Financial Year			FY 2021-22 Previous Financial Year		
	Total (A)	No. (B)	% (B/A)	Total (C)	No. (D)	% (D/C)
Employees						
Male	279	279	100%	267	267	100%
Female	108	108	100%	105	105	100%
Total	387	387	100%	372	372	100%
Workers						
Male	170	170	100%	174	174	100%
Female	0	0	0%	0	0	0%
Total	170	170	100%	174	174	100%

10. Health and safety management system:

a. Whether an occupational health and safety management system has been implemented by the entity? (Yes/ No). If yes, what is the coverage of such a system?

Yes. The Company is strongly committed to ensuring workplace safety and maintaining a healthy environment for all employees. In line with this, the Company has formalized an Environment, Health and Safety Policy that is applicable to all its employees. This policy is a clear demonstration of the management’s commitment to our employee’s health and safety. It outlines the responsibilities of the employer and employee to ensure occupational health and safety and provides details on preventive measures. The policy covers commitment to Environment, Health and Safety; imparting proper training; continuously improving Company’s operations; and conducting proactive risk assessment.

b. What are the processes used to identify work-related hazards and assess risks on a routine and non-routine basis by the entity?

Hazards and risks to workers’ safety and health are identified and assessed on an ongoing basis. Preventive and protective measures have been implemented in the following order of priority:

1. Eliminate the hazard/risk.
2. Control the hazard/risk at source, through the use of engineering controls or organizational measures.
3. Minimize the hazard/risk by designing safe work systems, which include administrative control measures; and where residual hazards/risks cannot be controlled by collective measures. Management has also provided appropriate personal protective equipment (including clothing) and has implemented measures to ensure its use and maintenance.

These Risks are reviewed on a regular basis by the Company. The Company ensures that the best practices in Health and Safety are adopted. The manufacturing unit has taken up commitments to have 20% reduction in first aid cases and increase in reporting of any near misses.

c. Whether you have processes for workers to report the work-related hazards and to remove themselves from such risks. (Y/N)

Yes, The Company has processes for its employees and workers to identify and report on work-related hazards and the subsequent steps to mitigate them. In addition, the Company trains all its employees and workers with occupational health and safety modules. These training modules cover aspects of the methodology to identify work-related hazards, analyse the risks associated with it and take subsequent steps to mitigate them.

During the safety and emergency evacuation drills, employees are trained in dealing with emergency situations and demonstrations are given to equip the employees with right procedure of reporting work-related hazards and the steps to remove themselves from such situations.

d. Do the employees/workers of the entity have access to non-occupational medical and healthcare services? (Yes/No)

Yes, All employees and workers have access to non-occupational medical and healthcare services. At the manufacturing unit there is a dedicated first aid room to treat any minor injuries.

11. Details of safety related incidents, in the following format:

Safety Incident/Number	Category	FY 2022-23	FY 2021-22
Lost Time Injury Frequency Rate (LTIFR) (per one million-person hours worked)	Employees & Workers	0	0
Total recordable work-related injuries			
No. of fatalities			
High consequence work-related injury or ill-health (excluding fatalities)			

12. Describe the measures taken by the entity to ensure a safe and healthy workplace.

Measures taken by the Company to ensure a safe and healthy workplace are:

- Regular health and safety trainings to tackle any potential hazards
- Periodic medical check-ups for employees

13. Number of complaints on the following made by employees and workers:

	FY 2022-23			FY 2021-22		
	Filed during the year	Pending resolution at the end of year	Remarks	Filed during the year	Pending resolution at the end of year	Remarks
Working Conditions	0	0	NA	0	0	NA
Health and Safety	0	0	NA	0	0	NA

14. Assessments for the year:

	% of your plants and offices that were assessed (by entity or statutory authorities or third parties)
Health and safety practices	100% (By Safety/IMS Audits, Hazards spotting by the Safety committee , Mock Drills, DISH Audit, Legal Compliance Inspections, Monitoring Measuring and Calibration of Equipment).
Working Conditions	100% (By Safety/IMS Audits, Legal Compliance Inspections, Monitoring Measuring and Calibration of working areas)

15. Provide details of any corrective action taken or underway to address safety-related incidents (if any) and on significant risks / concerns arising from assessments of health & safety practices and working conditions.

There are no Health and Safety related findings from any of the above audits conducted. Hence, there is no corrective action taken or needed.

Leadership Indicators**1. Does the entity extend any life insurance or any compensatory package in the event of death of (A) Employees (Y/N) (B) Workers (Y/N).**

Employees – Yes
Workers – Yes

2. Provide the measures undertaken by the entity to ensure that statutory dues have been deducted and deposited by the value chain partners.

The Company requires its value chain partners to abide by the principles of the Company's Supplier Code of Conduct and implement responsible business conduct principles in its operating practices.

3. Provide the number of employees / workers having suffered high consequence work related injury / ill-health / fatalities (as reported in Q11 of Essential Indicators above), who have been rehabilitated and placed in suitable employment or whose family members have been placed in suitable employment:

	Total no. of affected employees/workers		No. of employees/workers that are rehabilitated and placed in suitable employment or whose family members have been placed in suitable employment	
	FY 2022-23	FY 2021-22	FY 2022-23	FY 2021-22
Employees	0	0	0	0
Workers	0	0	0	0

4. Does the entity provide transition assistance programs to facilitate continued employability and the management of career endings resulting from retirement or termination of employment? (Yes/ No)

Yes, the Company ensures to provide transition assistance programs to facilitate continued employability to few of its employees who retire.

5. Details on assessment of value chain partners:

SHK has its own Internal Audit Team for Vendor Assessment. This team covers various categories during their audit including Premise and Facilities, Material storage, Contingency management plan; Operations, Workspace arrangement, maintenance, calibration, carryover and rework; Quality, Environment, OH&S under ISO, certifications; Quality control, assurance and improvement, contaminants control; Packaging, labelling, shipping, personnel, training, ESG, etc. The Company also ensures to assess whether the agricultural activities conducted by the farmers are in line with the assistance and training techniques provided to them for manufacture of essential oils and related products.

6. Provide details of any corrective actions taken or underway to address significant risks/concerns arising from assessments of health and safety practices and working conditions of value chain partners.

Based on the assessment done by the Company’s Internal Audit team, an Opportunity report is issued based on the findings. The report mentions ways to address the risks and opportunities associated with any risk/concern. Regular checks are conducted by the team to check whether the risks/concerns highlighted are addressed as per the mutually agreed timelines.

As per the Assessment of the Value chain partners, the team comes up with the audit score and reports them internally.

Principle 4: Businesses should respect the interests of and be responsive to all its stakeholders

Essential Indicators

1. Describe the processes for identifying key stakeholder groups of the entity.

The Company has mapped its internal and external stakeholders. This includes Employees, Customers, Investors, Government and regulatory authorities, Local community, Shareholders, and Suppliers.

2. List stakeholder groups identified as key for your entity and the frequency of engagement with each stakeholder group:

Stakeholder Group	Whether identified as Vulnerable & Marginalized Group (Yes/ No)	Channels of communication (Email, SMS, Newspaper, Pamphlets, Advertisement, Community Meetings, Notice Board, Website), Other	Frequency of engagement (Annually/ Half yearly/ Quarterly / others – please specify)	Purpose and scope of engagement including key topics and concerns raised during such engagement
Government and Regulatory Authorities	No	<ul style="list-style-type: none"> Industry Bodies/Forums Corporate Presentations/ Reports Written/Email Communication One-to-One Meetings 	As per applicable rules and laws	<p>Purpose and scope of engagement</p> <p>a. Regulatory Compliance</p> <p>Key topics raised during the engagement</p> <p>a. Compliance monitoring and reporting</p> <p>b. Policies</p> <p>c. Regulations related to Product Safety and Quality</p> <p>d. Regulations related to welfare</p>

Stakeholder Group	Whether identified as Vulnerable & Marginalized Group (Yes/No)	Channels of communication (Email, SMS, Newspaper, Pamphlets, Advertisement, Community Meetings, Notice Board, Website), Other	Frequency of engagement (Annually/ Half yearly/ Quarterly / others – please specify)	Purpose and scope of engagement including key topics and concerns raised during such engagement
Employees and Workers	No	<ul style="list-style-type: none"> Review meets Townhall meetings Learning and development initiatives Company's in house Portals Discussions with senior leaders Engagement initiatives/offsites 	Ongoing-throughout the year	<p>Purpose and scope of engagement</p> <ol style="list-style-type: none"> Collaboration Employee Well-being Improving work efficiency <p>Key topics raised during the engagement</p> <ol style="list-style-type: none"> Compensation and Benefits Work-life balance Training programs for enhancing their knowledge and skills
Customers	No	<ul style="list-style-type: none"> Corporate website Toll-free number Digital platforms Social media Customer relationship managers Customer satisfaction surveys Advertising Knowledge seminars and events 	Ongoing-throughout the year	<p>Purpose and scope of engagement</p> <ol style="list-style-type: none"> Understanding customer needs and preferences Customer feedback <p>Key topics raised during the engagement</p> <ol style="list-style-type: none"> Product features and specifications Product quality
Suppliers/ Business Partners & Vendors	No	<ul style="list-style-type: none"> Online one-to-one meeting with management Product/process trainings for new and old partners Industry Speak and Product Team meets for product updates Channel partner meets Conferences and Forums Written communications 	Ongoing-throughout the year	<p>Purpose and scope of engagement</p> <ol style="list-style-type: none"> Quality of products provided by suppliers Supplier's pricing structure Supplier's capacity and delivery capabilities Supplier assessments <p>Key topics raised during the engagement</p> <ol style="list-style-type: none"> Supplier's quality control procedures Product delivery time frame Compliance with laws and regulations Supplier assessments w.r.t. environmental and ethical standards

Stakeholder Group	Whether identified as Vulnerable & Marginalized Group (Yes/ No)	Channels of communication (Email, SMS, Newspaper, Pamphlets, Advertisement, Community Meetings, Notice Board, Website), Other	Frequency of engagement (Annually/ Half yearly/ Quarterly / others – please specify)	Purpose and scope of engagement including key topics and concerns raised during such engagement
Investors & Shareholders	No	<ul style="list-style-type: none"> Annual General Meetings Conferences Investor and Analyst meets Conference calls Annual Reports Investor Presentations Press Release Business Updates Website 	Ongoing- throughout the year	<p>Purpose and scope of engagement</p> <ol style="list-style-type: none"> Respond to their concerns and inquiries Company's financial performance Corporate strategy and governance Sustainability practices <p>Key topics raised during the engagement</p> <ol style="list-style-type: none"> Company's financial results, Year-on-Year performance Corporate strategy updates Innovation and key investments Corporate Governance Sustainability practices including the Company's approach to ESG issues, and Human Rights policies
Communities	Yes	<ul style="list-style-type: none"> CSR initiatives Empowerment programs 	Ongoing- throughout the year	<p>Purpose and scope of engagement</p> <ol style="list-style-type: none"> Identify Community needs Programs for community <p>Key topics raised during the engagement</p> <ol style="list-style-type: none"> Identify marginalized groups for their well-being. CSR activities

Leadership Indicators

- 1. Provide the processes for consultation between stakeholders and the Board on economic, environmental, and social topics or if consultation is delegated, how is feedback from such consultations provided to the Board.**

The Company's Management engages with its various Stakeholders in a consistent and systematic manner to understand their concerns and assess their requirements, respond to their needs, and resolve their concerns in the most effective manner.
- 2. Whether stakeholder consultation is used to support the identification and management of environmental, and social topics (Yes / No). If so, provide details of instances as to how the inputs received from stakeholders on these topics were incorporated into policies and activities of the entity.**

Yes, the Company conducts a survey and assessments with its key stakeholders (employees, suppliers, investors, and society) to identify material issues. Regular engagement with various stakeholders ensures that expectations are identified in a timely manner and are addressed responsibly.
- 3. Provide details of instances of engagement with, and actions taken to, address the concerns of vulnerable/ marginalized stakeholder groups.**

The Company's CSR activities focuses on the disadvantaged, vulnerable and marginalized segments of the society. All CSR programs are aligned to the CSR Policy of the Company. Critical focus areas of Company's CSR mandate includes education, women empowerment, addressing hunger, poverty, nutrition and health, environmental sustainability. More details of CSR can be accessed here. [Link](#)

Principle 5: Businesses should respect and promote human rights

Essential Indicators

1. Employees and workers who have been provided training on human rights issues and policy(ies) of the entity, in the following format:

Category	FY 2022-23			FY 2021-22		
	Total (A)	No. of employees / workers covered (B)	% (B/A)	Total (C)	No. of employees / workers covered (D)	% (D/C)
Employees						
Permanent	387	387	100%	372	372	100%
Other than permanent	0	0	-	0	0	-
Total Employees	387	387	100%	372	372	100%
Workers						
Permanent	170	170	100%	174	174	100%
Other than permanent	0	0	-	0	0	-
Total Workers	170	170	100%	174	174	100%

Note: The Company provides regular trainings on human rights issues and policies to all its employees and workers. The above data is based on the trainings scheduled for all employees and workers. The Company will implement a mechanism to track the trainings and attendance for all trainings in the next reporting year.

2. Details of minimum wages paid to employees and workers, in the following format

Category	FY 2022-23					FY 2021-22				
	Total (A)	Equal to minimum wage		More than minimum wage		Total (D)	Equal to minimum wage		More than minimum wage	
		No. (B)	% (B/A)	No. (C)	% (C/A)		No. (E)	% (E/D)	No. (F)	% (F/D)
Employees										
Permanent	387	0	0%	387	100%	372	0	0%	372	100%
Male	279	0	0%	279	100%	267	0	0%	267	100%
Female	108	0	0%	108	100%	105	0	0%	105	100%
Other than permanent	0	0	0%	0	0%	0	0	0%	0	0%
Male	NA									
Female	NA									
Workers										
Permanent	170	0	0%	170	100%	174	0	0%	174	100%
Male	170	0	0%	170	100%	174	0	0%	174	100%
Female	0	0	0%	0	0%	0	0	0%	0	0%
Other than permanent	0	0	0%	0	0%	0	0	0%	0	0%
Male	NA									
Female	NA									

3. Details of remuneration/salary/wages, in the following format:

	Male		Female	
	Number	Median remuneration/ salary/ wages of respective category (₹)	Number	Median remuneration/ salary/ wages of respective category (₹)
Board of Directors (BoD)	6	13,00,000	2	8,50,000
Key Managerial Personnel	2	2,06,00,000	0	0
Employees other than BoD and KMP	277	11,00,000	108	10,00,000
Workers	170	8,00,000	0	0

4. Do you have a focal point (Individual/ Committee) responsible for addressing human rights impacts or issues caused or contributed to by the business? (Yes/No)

Yes. The Company has adopted a Grievance Redressal Policy to develop and maintain an effective, timely, fair and equitable grievance handling system which is easily available and offered to all employees. Based on the nature of the complaints, the Point of Contacts (PoCs) shall be assigned to receive and acknowledge the complaints accordingly.

Channels through which the complaints can be registered

Hotline Number: + 91 22 6606 7777

Email: contactus@keva.co.in

5. Describe the internal mechanisms in place to redress grievances related to human rights issues.

The Company has a Grievance Policy that provides details on the processes and procedures to be followed to redress all employee's grievances. The redressal mechanism has been designed to protect the confidentiality of aggrieved employees and provide redress in a timely and effective manner.

6. Number of Complaints on the following made by employees and workers:

	FY 2022-23			FY 2021-22		
	Filed during the year	Pending resolution at the end of year	Remarks	Filed during the year	Pending resolution at the end of year	Remarks
Sexual Harassment	0	0	NA	0	0	NA
Discrimination at workplace	0	0	NA	0	0	NA
Child Labour	0	0	NA	0	0	NA
Forced Labour/Involuntary Labour	0	0	NA	0	0	NA
Wages	0	0	NA	0	0	NA
Other human rights related issues	0	0	NA	0	0	NA

7. Mechanisms to prevent adverse consequences to the complainant in discrimination and harassment cases.

The Company is committed to prohibiting discrimination, retaliation or harassment of any kind against any employee who reports under the Whistle Blower Policy or participates in the investigation. The Whistle Blower Policy, Code of Conduct, and Grievance Redressal Policy holds a strong commitment to protect the identity of the complainant and maintain confidentiality through each stage of investigation.

8. Do human rights requirements form part of your business agreements and contracts? (Yes/No)

These requirements are covered in the Supplier Code of Conduct.

9. Assessments of the year

% of your plants and offices that were assessed (by entity or statutory authorities or third parties)	
Child labour	100%
Forced/involuntary labour	100%
Sexual harassment	100%
Discrimination at workplace	100%
Wages	100%
Others – please specify	NA

10. Provide details of any corrective actions taken or underway to address significant risks/concerns arising from the assessments at Question 9 above.

No concerns were raised from the assessments, hence there are no corrective actions taken or needed.

Leadership Indicators

1. Details of a business process being modified/introduced as a result of addressing human rights grievances/complaints.

No such grievances/complaints have been reported on Human Rights violations.

2. Details of the scope and coverage of any Human rights due diligence conducted.

During the year, the Company has not conducted Human Rights Due Diligence. However, the Company covers protection of Human Rights through various assessments conducted.

3. Is the premise/office of the entity accessible to differently abled visitors, as per the requirements of the Rights of Persons with Disabilities Act, 2016?

Yes, all premises and offices are accessible to differently abled visitors.

4. Details on assessment of value chain partners:

Upholding Human Rights is critical to the Company's business. Internal vigilance is maintained to ensure the prevention of discrimination and conduct of operations in a fair and transparent manner. The Company considers factors related to the workplace and amenities offered by the Vendor to its employees during the vendor assessments, which aid in determining the well-being of those employees.

5. Provide details of any corrective actions taken or underway to address significant risks/concerns arising from the assessments at Question 4 above.

Nil.

Principle 6: Businesses should respect and make efforts to protect and restore the environment

Essential Indicators

1. Details of total energy consumption (in Joules or multiples) and energy intensity:

	FY 2022-23	FY 2021-22
Total electricity consumption (A) (GJ)	4,152	4,352
Total fuel consumption (B) (Diesel + Furnace Oil) (GJ)	18,288	7,965
Energy consumption through other sources (C) (Fire wood/Briquettes) (GJ)	18,303	-
- Solar Energy (GJ)	1,528	1,585
Total energy consumption (A+B+C) (GJ)	42,271	13,902
Energy intensity per rupee of turnover (Total energy consumption in GJ/ turnover in rupees in Crores)	48	17
Energy intensity (optional) – the relevant metric may be selected by the entity	-	-

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

2. Does the entity have any sites / facilities identified as designated consumers (DCs) under the Performance, Achieve and Trade (PAT) Scheme of the Government of India? (Y/N) If yes, disclose whether targets set under the PAT scheme have been achieved. In case targets have not been achieved, provide the remedial action taken, if any.

Not Applicable.

3. Provide details of the following disclosures related to water

Efforts have been made by the Company to manage and reduce its water consumption. Efficient utilization of water is one of the most important parameters of the Company's sustainability agenda.

Parameter	FY 2022-23	FY 2021-22
Water withdrawal by source (in kiloliters)		
(i) Surface water	34,336	24,145
(ii) Groundwater	-	-
(iii) Third party water (Municipal water supplies)		
(iv) Seawater / desalinated water	-	-
(v) Others	-	-
Total volume of water withdrawal (in kiloliter) (i + ii + iii + iv + v)	34,336	24,145
Total volume of water consumption (in kiloliter)	34,336	24,145
Water intensity per Cr. rupee of turnover (Water consumed / turnover)	39.03	29.92
Water intensity (optional) – the relevant metric may be selected by the entity	-	-

SHK has an approval from the irrigation department for withdrawal of Surface water.

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

4. Has the entity implemented a mechanism for Zero Liquid Discharge? If yes, provide details of its coverage and implementation.

SHK's Vashivali plant is a Zero Liquid Discharge unit. SHK has improved its effluent system by installing a Multi-effect Evaporator (MEE) and Reverse Osmosis (RO) Plant.

5. Please provide details of air emissions (other than GHG emissions) by the entity, in the following format:

Parameter	Please specify unit	FY 2022-23	FY 2021-22
NOx	Tons/Year	1.16	0.4809
SOx	Tons/Year	0.4178	0.1729
Particulate matter (PM)	Tons/Year	0.0088	0.0480
Persistent organic pollutants (POP)	Tons/Year	0	0
Volatile organic compounds (VOC)	Tons/Year	0	0
Hazardous air pollutants (HAP)	Tons/Year	0	0
Others - CO	Tons/Year	0.290	0.1202

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

6. Provide details of greenhouse gas emissions (Scope 1 and Scope 2 emissions) & its intensity, in the following format:

Parameter	Unit	FY 2022-23	FY 2021-22
Total Scope 1 emissions (Break-up of the GHG into CO₂, CH₄, N₂O, HFCs, PFCs, SF₆, NF₃, if available)	Metric tonnes of CO₂ equivalent	1627.38	684.54
Total Scope 2 emissions (Break-up of the GHG into CO₂, CH₄, N₂O, HFCs, PFCs, SF₆, NF₃, if available)	Metric tonnes of CO₂ equivalent	1607.72	1,533.76
Total Scope 1 and Scope 2 emissions per Cr. rupee of turnover	Per Cr. rupee of turnover	3.67	2.74

Note: Indicate if any independent assessment/evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/assurance is carried out by external agencies.

7. Does the entity have any project related to reducing Green House Gas emission? If Yes, then provide details.

Yes, we have replaced the existing boiler at our manufacturing unit to state-of-the-art bio-based briquette boiler that is fitted with a dust collector, thus eliminating particulate discharge and reducing our CO₂ emissions.

8. Provide details related to waste management by the entity, in the following format:

Parameter	FY 2022-23	FY 2021-22
Total Waste generated (in metric tonnes)		
Plastic waste (A)	0	0
E-waste (B)	0.2	0.4
Bio-medical waste (C)	NA	NA
Construction and demolition waste (D)	NA	NA
Battery waste (E)	0	0
Radioactive waste (F)	NA	NA
Other Hazardous waste. Please specify, if any. (G)		
ETP Sludge & Residue (MT)	78	143
Discarded Barrels (MT)	234	515
Other Non-hazardous waste generated (H). Please specify, if any. (Break-up by composition i.e. by materials relevant to the sector)		
Corrugated box, Wooden Scrap, MS scrap, Glass (MT)	76	118
Total (A+B + C + D + E + F + G + H)	388.2	776.4
For each category of waste generated, total waste recovered through recycling, re-using or other recovery operations (in metric tonnes)		
Category of waste		
(i) Recycled		
Corrugated Box, MS Scrap, Wooden scrap, Glass –(MT)	76	118
Hazardous Waste Discarded Barrels (MT)	234	515
E-waste	0.2	0.4
(ii) Re-used		
(iii) Other recovery operations		
Total	310.2	633.4
For each category of waste generated, total waste disposed by nature of disposal method (in metric tonnes)		
Category of waste		
(i) Incineration	-	-
(ii) Landfilling	-	-
(iii) Other disposal operations	78	143
Total	78	143

Note: Indicate if any independent assessment/evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

9. Briefly describe the waste management practices adopted in your establishments. Describe the strategy adopted by your company to reduce usage of hazardous and toxic chemicals in your products and processes and the practices adopted to manage such wastes.

Hazardous waste generated is treated by chemical, thermal, biological, physical methods. Chemical methods include ion exchange, precipitation, oxidation and reduction, and neutralization.

10. If the entity has operations/offices in/around ecologically sensitive areas (such as national parks, wildlife sanctuaries, biosphere reserves, wetlands, biodiversity hotspots, forests, coastal regulation zones etc.) where environmental approvals / clearances are required, please specify details in the following format:

The Company has no operations/offices in/around ecologically sensitive areas.

11. Details of environmental impact assessments of projects undertaken by the entity based on applicable laws, in the current financial year:

There are no projects that required Environmental Impact Assessments in the FY 2022-23.

12. Is the entity compliant with the applicable environmental law/regulations/guidelines in India; such as the Water (Prevention and Control of Pollution) Act, Air (Prevention and Control of Pollution) Act, Environment Protection Act and rules thereunder (Y/N). If not, provide details of all such non-compliances, in the following format:

Yes, the Company is compliant with all applicable environmental laws/regulations/guidelines in India.

Leadership Indicators

1. Provide break-up of the total energy consumed (in Joules or multiples) from renewable and non-renewable sources, in the following format:

Parameter	FY 2022-23	FY 2021-22
From renewable sources (GJ)		
Total electricity consumption (A) Solar	1,528	1,585
Total fuel consumption (B)	-	-
Energy consumption through other sources (C)	-	-
Total energy consumed from renewable sources (A+B+C)	1,528	1,585
From non-renewable sources		
Total electricity consumption (D)	4,152	4,352
Total fuel consumption (E)	18,288	7,965
Energy consumption through other sources (F)	18,303	-
Total energy consumed from non-renewable sources (D+E+F)	40,743	12,317

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

2. Provide the following details related to water discharged:

Parameter	FY 2022-23	FY 2021-22
Water discharge by destination and level of treatment (in kilolitres)		
(i) To Surface water	NIL	NIL
No treatment	NIL	NIL
With treatment – please specify level of treatment	NIL	NIL
(ii) To Groundwater	NIL	NIL
No treatment	NIL	NIL
With treatment – please specify level of treatment	NIL	NIL
(iii) To Seawater	NIL	NIL
No treatment	NIL	NIL
With treatment – please specify level of treatment	NIL	NIL
(iv) Sent to third-parties	NIL	NIL
No treatment	NIL	NIL
With treatment – please specify level of treatment	NIL	NIL
(v) Others	NIL	NIL
No treatment	NIL	NIL
With treatment – please specify level of treatment	NIL	NIL
Total water discharged (in kilolitres)	NIL	NIL

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

3. Water withdrawal, consumption and discharge in areas of water stress (in kilolitres):

For each facility/plant located in areas of water stress, provide the following information:

- (i) Name of the area: Nil
- (ii) Nature of operations: Nil
- (iii) Water withdrawal, consumption and discharge in the following format:

The Company does not withdraw, consume or discharge water in areas of water stress.

Note: Indicate if any independent assessment/evaluation/assurance has been carried out by an external agency? (Y/N) If yes, name of the external agency.

No independent assessment/ assurance is carried out by external agencies.

4. Please provide details of total Scope 3 emissions & its intensity, in the following format:

The Company has calculated its Scope 1 and 2 emissions and has not calculated its Scope 3 emissions.

5. With respect to the ecologically sensitive areas reported at Question 10 of Essential Indicators above, provide details of significant direct & indirect impact of the entity on biodiversity in such areas along-with prevention and remediation activities.

The Company has no operations/offices in/around ecologically sensitive areas.

6. If the entity has undertaken any specific initiatives or used innovative technology or solutions to improve resource efficiency, or reduce impact due to emissions/effluent discharge/waste generated, please provide details of the same as well as outcome of such initiatives, as per the following format:

S. No	Initiative undertaken	Details of the initiative (Web-link, if any, may be provided along-with summary)	Outcome of the initiative
1	Condensate Recovery (Water Conservation)	Water utilised for steam traps and cooling jacket is collected in a separate tank and used for cooling tower make-up water	Reduced inlet effluent load. Reduced excess load on RO and MEE. Reduction in usage of water.
2	RO permeate effective utilisation (Water Conservation)	Effluent is treated in RO plant, and the water is then utilized in cooling tower and for gardening purposes.	Reduction in usage of water.
3	Reduction of Organic Load on Effluent Treatment Plant ('ETP')	Before cleaning the vessels with water, fragrance material is collected from vessels by wiping them.	Reduction in Chemical Oxygen Demand ('COD') load on ETP (<2500 ppm); Reuse of approximately 180 liters of fragrance on monthly basis; Reduction in usage of water.
4	Effective Oil Recovery at Effluent Treatment Plant ('ETP')	A mechanic oil belt skimmer is used to collect oil layer.	Reduction in Chemical Oxygen Demand ('COD') load on ETP, thereby improving bio-reactor efficiency.
5	Protection of environment	Use of 10% lime powder as a stabilizer in ETP sludge to reduce the Calorific Value (<2500 cal/gm)	Reduction in incineration of sludge.

S. No	Initiative undertaken	Details of the initiative (Web-link, if any, may be provided along-with summary)	Outcome of the initiative
6	Soap Reduction	Reduced the percentage of cleaning chemical by 5-6 %	Increased the efficiency of ETP especially for primary clarifier and aeration tank as the foaming will come down and improve Dissolved Oxygen level; Reduction in use of cleaning raw materials.
7	Waste Recycling	Company sends waste acid layer to authorised vendors for recycling and reuse; Conducts necessary studies for manufacturing of fertilizers by mixing 10% acid layer with boiler briquette ash (this activities are still in trial mode); Corrugated boxes are used for making diaries; Wooden pallets are used for boiler fuel; In-house briquette manufacturing is done by using garden waste.	Reduction in operational cost; Reduction in disposal of Hazardous waste; Increase in efficiency of ETP for primary clarifier and aeration tank ; Approx. 6000 diaries have been made since FY 19-20; 5.5 MT of briquette has been made.

7. Does the entity have a business continuity and disaster management plan? Give details in 100 words/ web link.

The Company has an established standard disaster management and business continuity plan that guarantees resiliency in business operations and the highest level of safety for employees and assets. The Company makes sure its employees are regularly trained by conducting mock drills and disaster management training for any emergencies. The Company makes sure to adhere to all applicable rules, laws, and standards. The Company has also identified and placed methods for resource allocation, and it constantly analyses client needs by improving internal systems, capabilities, etc.

8. Disclose any significant adverse impact to the environment, arising from the value chain of the entity. What mitigation or adaptation measures have been taken by the entity in this regard.

Not Applicable.

9. Percentage of value chain partners (by value of business done with such partners) that were assessed for environmental impacts.

Most of the value chain partners are assessed for environmental impacts.

PRINCIPLE 7 Businesses, when engaging in influencing public and regulatory policy, should do so in a manner that is responsible and transparent

Essential Indicators

1. a. Number of affiliations with trade and industry chambers/associations.

SHK, actively participates in various industry and business associations. In total the Company has more than 10 affiliations with trade and industry chambers/associations.

b. List the top 10 trade and industry chambers/associations (determined based on the total members of such a body) the entity is a member of/affiliated to.

S. No.	Name of the trade and industry chambers/associations	Reach of trade and industry chambers/associations (International/National/State)
1	IFRA (International Fragrance Association)	International
2	European Federation of Essential Oils	International
3	International Federation of Essential Oils and Aroma Trades	International
4	FAFAI (Fragrance and Flavours Association of India)	National
5	Quality Circle Forum Of India	National
6	National Safety Council (NSC)	National
7	Indian Chemical Council	National
8	CHEMEXIL	National
9	Patalganga & Rasayani Industries Association	State
10	Bombay Chamber of Commerce & Industry	State
11	Mulund Kurla MARG (Mutual Aid Response Group)	State
12	Maharashtra Economic Development Council	State

2. Provide details of corrective action taken or underway on any issues related to anti-competitive conduct by the entity, based on adverse orders from regulatory authorities.

Not Applicable.

Leadership Indicators

1. Details of public policy positions advocated by the entity :

S. No.	Public policy advocated	Method resorted for such advocacy	Whether information available in the public domain? (Yes/No)	Frequency of Review by Board (Annually/ Half yearly/ Quarterly / Others – please specify)	Web Link, if available
1.			Nil		

PRINCIPLE 8: Businesses should promote inclusive growth and equitable development

Essential Indicators

1. Details of Social Impact Assessments (SIA) of projects undertaken by the entity based on applicable laws, in the current financial year.

For the year 2022-2023, SHK has not undertaken any projects in India that require SIA.

2. Provide information on project(s) for which ongoing Rehabilitation and Resettlement (R&R) is being undertaken by your entity, in the following format:

For the year 2022-2023, SHK has not undertaken any projects in India that require Rehabilitation and Resettlement.

3. Describe the mechanisms to receive and redress grievances of the community.

Yes, the Company has formalized a Grievance Redressal Policy that forms a transparent and fair redressal system that is easily accessible to all Stakeholders. The Policy clearly lays out the process to be followed by a Stakeholder to raise a grievance for redressal. More details can be accessed here: [Link](#).

4. Percentage of input material (inputs to total inputs by value) sourced from suppliers:

	FY 2022-23	FY 2021-22
Directly sourced from MSMEs/ small producers	0.03%	0.98%
Sourced directly from within the district and neighboring districts	-	-

Leadership Indicators

1. Provide details of actions taken to mitigate any negative social impacts identified in the Social Impact Assessments (Reference: Question 1 of Essential Indicators above):

Not Applicable.

2. Provide the following information on CSR projects undertaken by your entity in designated aspirational districts as identified by government bodies:

There are no projects in aspirational districts.

3. (a) Do you have a preferential procurement policy where you give preference to purchase from suppliers comprising marginalised /vulnerable groups? (Yes/No)

Yes, SHK does have a procurement preference in place. SHK works with local farmers to obtain some of the raw materials for fragrances. SHK actively takes steps towards training farmers and providing them with support on growing crops for fragrances and essential oils.

(b) From which marginalised/vulnerable groups do you procure?

SHK thinks beyond business and undertakes various initiatives to improve the lives of the lower socio-economic sections of the society. The Company takes steps towards procuring raw materials from farmers.

(c) What percentage of total procurement (by value) does it constitute?

SHK procures raw materials from farmers in the district and neighboring districts. Most of these farmers are from marginalised /vulnerable groups.

SHK has procured 44% of its raw materials from marginalized/vulnerable groups.

4. Details of the benefits derived and shared from the intellectual properties owned or acquired by your entity (in the current financial year), based on traditional knowledge:

Not Applicable.

5. Details of corrective actions taken or underway, based on any adverse order in intellectual property related disputes wherein usage of traditional knowledge is involved.

Not Applicable.

6. Details of beneficiaries of CSR Projects:

Please share details of CSR activities for the current year.

S. No.	CSR Project	No. of persons benefitted from CSR Projects	% of beneficiaries from vulnerable and marginalized groups
1.	Sports empowerment by providing sponsorship	180 Children	0%
2.	Engagement of Apprentices	48 Trainees	0%
3.	School Infrastructure Development Project	860 Students	100%
4.	Providing support to Women in rural areas by creating source of income for them by engaging them in Neem Seeds Collection and training Women and children for their upliftment.	800 Women and 200 Families	100%
5.	Partnering for establishment of Centre For Change, a dedicated space for educational programmes and skill enhancement	451 Students	100%
6.	Samutkarsh – Holistic Child Development	400 Children	100%
7.	Supporting education infrastructure and facilities for the students of Shri Mahavira Jaina Vidyalaya Trust	1800 Students	100%

PRINCIPLE 9: Businesses should engage with and provide value to their consumers in a responsible manner

Essential Indicators

1. Describe the mechanisms in place to receive and respond to consumer complaints and feedback.

Yes, the Company has a mechanism in place to receive and respond to consumer complaints and feedback. The Company has formalized a Grievance Redressal Policy that forms a transparent and fair redressal system that is easily accessible. The Policy clearly lays out the process to be followed by any Stakeholder to raise a grievance for redressal. More details can be accessed here: [Link](#)

2. Turnover of products and/ services as a percentage of turnover from all products/service that carry information about:

	As a percentage to total turnover
Environmental and social parameters relevant to the product	-
Safe and responsible usage	-
Recycling and/or safe disposal	-

Most of the products are directly sold to other businesses. SHK updates all products with Safe and responsible usage information as well as the Material Safety Sheet mentions details with regard to recycling and safe disposal.

3. Number of consumer complaints in respect of the following:

	FY 2022-23		Remarks	FY 2021-22		Remarks
	Received during the year	Pending resolution at end of year		Received during the year	Pending resolution at end of year	
Data privacy	0	0	NA	0	0	NA
Advertising	0	0	NA	0	0	NA
Cyber-security	0	0	NA	0	0	NA
Delivery of essential services	0	0	NA	0	0	NA
Restrictive Trade Practices	0	0	NA	0	0	NA
Unfair Trade Practices	0	0	NA	0	0	NA
Other	151	1 [^]	Other includes - Transport, QC, Packing, Dispatch, Blending, Procurement, System, Agent, Customer.	127	0	Other includes - Transport, QC, Packing, Dispatch, Blending, Procurement, System, Agent, Customer.

[^]Pending complaint is closed as on the date of the report.

Note: Complaints listed under others represent complaints from Vendors. SHK is a Business-to-Business Company.

4. Details of instances of product recalls on account of safety issues:

Not Applicable.

- 5. Does the entity have a framework/policy on cyber security and risks related to data privacy? (Yes/No) If available, provide a web-link of the policy.**

Yes, the Company has a policy on Cybersecurity. [Link](#).

- 6. Provide details of any corrective actions taken or underway on issues relating to advertising, and delivery of essential services; cyber security and data privacy of customers; re-occurrence of instances of product recalls; penalty/action taken by regulatory authorities on safety of products/services.**

None.

Leadership Indicators

- 1. Channels/platforms where information on products and services of the entity can be accessed (provide web link, if available).**

The Company has a website which provides all necessary information on the products and services. Further details can be found at: [Link](#)

- 2. Steps taken to inform and educate consumers about safe and responsible usage of products and/or services.**

SHK provides the Safety data sheets and technical data sheets to all its customers.

- 3. Mechanisms in place to inform consumers of any risk of disruption/discontinuation of essential services.**

SHK does not deal with any essential services.

- 4. Does the entity display product information on the product over and above what is mandated as per local laws? (Yes/No/Not Applicable) If yes, provide details in brief. Did your entity carry out any survey with regard to consumer satisfaction relating to the major products /services of the entity, significant locations of operation of the entity or the entity as a whole? (Yes/No)**

Yes. SHK provides information as per the laws of the specific country and the company also conducts survey with regard to consumer satisfaction.

- 5. Provide the following information relating to data breaches:**

- a. Number of instances of data breaches along-with impact
- b. Percentage of data breaches involving personally identifiable information of customers

There have been no data breaches.