

September 1, 2023  
SEL/SEC/ 2023-2024/46

**Ref: 532509**  
**BSE Limited**  
**Department of Corporate Services**  
**P. J. Towers, 25th Floor, Dalal Street,**  
**Mumbai- 400 001**

**Ref: SUPRAJIT**  
**National Stock Exchange of India Ltd.**  
**Exchange Plaza, C-1, Block-G,**  
**Bandra Kurla Complex, Bandra (E)**  
**Mumbai- 400 051**

Dear Sirs,

Sub: Business Responsibility and Sustainability Report for the FY2022-23

Pursuant to Regulation 34(2)(f) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, we are enclosing herewith a copy of the Business Responsibility and Sustainability Report of the Company for the Financial year 2022-23.

**For Suprajit Engineering Limited**

**Medappa Gowda. J**  
**CFO & Company Secretary**

**Encl: as above**

## BUSINESS RESPONSIBILITY AND SUSTAINABILITY REPORT

### MESSAGE FROM THE MANAGING DIRECTOR AND GROUP CEO

We are a global supplier of engineered products and sub-systems serving the customers. We utilize our engineering and material expertise, propriety technology, manufacturing skill, distribution flexibility & marketing power to deliver products and services of value to our customers. We are committed to responsible Sustainable development in the procurement process by contributing to environmental protection, enhancing sustainability performance and eliminate environmental, social and financial risks. As we approach the end of the reporting period, I wanted to take a moment to share my thoughts on our recently compiled Business Sustainability and Responsibility (BRSR) report.

First and foremost, I want to express my gratitude to all the team members who have contributed to the creation and completion of the BRSR report. Your dedication and hard work in gathering, analyzing, and presenting the data and information have been instrumental in producing a comprehensive and insightful document.

Our BRSR report is not just a requirement; it reflects our commitment to sustainable and responsible business practices. It showcases our efforts in areas such as environmental stewardship, social responsibility, ethical conduct, and corporate governance. It provides a transparent view of our impact on the environment, society, and stakeholders, highlighting both our achievements and areas where we can improve.

I would like to acknowledge the progress we have made in integrating sustainability into our business operations. Our initiatives to reduce waste, conserve resources, promote employee well-being, and engage with local communities have yielded positive results. The report demonstrates our commitment to creating long-term value while minimizing any negative impact we may have. However, the BRSR report also serves as a roadmap for continuous improvement. It identifies areas where we can further enhance our sustainability efforts and address any gaps or challenges, we may face. Sustainability is not a one-time endeavor but an ongoing commitment. Each of us has a role to play in integrating sustainable practices into our daily work and decision-making processes. By embracing sustainability as a core value, we can build a more resilient, responsible, and successful organization.

Corporate Social Responsibility (CSR) is our main means to directly contribute to the sustainable development of communities. We have been participating in community work in the areas of education, healthcare and rural development.

I invite all team members to share their ideas, suggestions, and concerns regarding our sustainability journey. Your input is invaluable as we continue to refine our strategies and set ambitious yet achievable goals.

Let us remain committed to our sustainability goals, driven by the belief that responsible business practices not only benefit our organization but also contribute to a better world for future generations. Together, we can create a lasting impact and be a catalyst for positive change in our industry. Finally, I want to express my appreciation to all stakeholders who have supported and guided us in our sustainability endeavors. Our customers, suppliers, employees, shareholders, and communities play a vital role in shaping our sustainability journey, and we value your collaboration and partnership.

Best regards,

**Mohan NS**  
Managing Director & Group CEO

**SECTION A: GENERAL DISCLOSURES****I. Details of the listed entity**

1.	Corporate Identity Number (CIN) of the Listed Entity	L29199KA1985PLC006934
2.	Name of the Listed Entity	Suprajit Engineering Limited
3.	Year of Incorporation	1985
4.	Registered Office Address	#100 & 101, Bommasandra Industrial Area, Bengaluru - 560 099
5.	Corporate Address	#100 & 101, Bommasandra Industrial Area, Bengaluru - 560 099
6.	E - mail id	investors@suprajit.com
7.	Telephone	+91 80 - 43421100
8.	Website	www.suprajit.com
9.	Financial year for which reporting is being done	1st April 2022 - 31st March 2023
10.	Name of the Stock Exchange(s) where shares are listed	BSE Ltd. (BSE) and National Stock Exchange (NSE)
11.	Paid up Capital (INR)	INR 138392594
12.	Name and contact details (telephone, email address) of the person who may be contacted in case of any queries on the BRSR report	Medappa Gowda J Designation: CFO & Company Secretary Contact: +91 80 - 43421100 Email: medappa.gowda@suprajit.com
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)	The disclosures under this report made on a standalone basis .

**II. Products / Services - As on 31st March, 2023****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
1.	Automotive components	Manufacturing of Automotive cables, Halogen Lamps, Speedometers, and other automotive components	100%

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

S. No.	Product/Service	NIC Code	% of total contributed Turnover
1.	Automotive Cables, Automotive Lamps and Speedometers	29301	100%

### 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	18	-	18
International*	-	-	-

\*International market is covered through our subsidiary companies.

#### 17. Markets served by the entity:

##### a. Number of locations

Locations	Number
National (No. of States and Union Territories )	28 States and 8 UT
International (No. of Countries)	11

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

Exports contribution is 10.52% of the total turnover of the entity on a standalone basis.

##### c. A brief on types of customers

As a global leader in the automotive cables and halogen bulb industry, Suprajit Engineering Limited serves both domestic and international customers with optimal product development and manufacturing solutions. Driven by the quest for excellence, it is well recognized as a "Value for Money Supplier" to customers across the spectrum and the single-minded goal of "Customer Satisfaction.

### 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)
<b>EMPLOYEES</b>						
1.	Permanent (D)	1092	1030	94%	62	6%
2.	*Other than Permanent (E)	-	-	-	-	-
3.	Total employees (D + E)	1092	1030	94%	62	6%
<b>WORKERS</b>						
4.	Permanent (F)	731	643	88%	88	12%
5.	*Other than Permanent (G)	-	-	-	-	-
6.	Total workers (F + G)	731	643	88%	88	12%

**Note:** \*The company is engaging temporary employees across manufacturing locations based on the requirement/volume of production from time to time since volume is frequently changing considering the OEM orders, market fluctuation throughout the year."

## b. Differently abled Employees and workers:

S. No.	Particulars	Total (A)	Male		Female	
			No. (B)	% (B / A)	No. (C)	% (C / A)
<b>DIFFERENTLY-ABLED EMPLOYEES</b>						
1.	Permanent (D)	1	1	100%	-	-
2.	Other than Permanent (E)	-	-	-	-	-
3.	Total employees (D + E)	1	1	100%	-	-
<b>DIFFERENTLY-ABLED WORKERS</b>						
4.	Permanent (F)	-	-	-	-	-
5.	Other than Permanent (G)	-	-	-	-	-
6.	Total employees (F+ G)	-	-	-	-	-

## 19. Participation/Inclusion/Representation of women

	Total (A)	No. and percentage of Females	
		No. (B)	% (B / A)
Board of Directors	9	2	22%
Key Management Personnel	2	0	0%

## 20. Turnover rate for permanent employees and workers

	Turnover rate FY 2022-23			Turnover rate FY 2021-22			Turnover rate FY 2020-21		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Permanent Employees	11%	2%	13%	13%	4%	17%	11%	1%	12%
Permanent Workers	2%	0%	2%	3%	0%	3%	2%	0%	2%

## 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	Suprajit Automotive Private Limited	subsidiary	100%	No
2	Suprajit Europe Limited	subsidiary	100%	No
3	Suprajit USA INC	subsidiary	100%	No
4	*Wescon Controls LLC	subsidiary	100%	No
5	Luxlite Lamps SARM, Luxembourg	subsidiary	100%	No
6	Trifa Lamps Germany, GmbH	subsidiary	100%	No
7	*Suprajit Brownsville LLC	subsidiary	100%	No
8	*Suprajit Mexico S. de R.L. de C.V	subsidiary	100%	No
9	*Suprajit Hungary Kft.	subsidiary	100%	No
10	*Shanghai Lone Star Cable Co. Ltd	subsidiary	100%	No

\*Indirect Holding (step down subsidiary) of Suprajit Engineering Limited

**VI. CSR Details**

22. (i) Whether CSR is applicable as per section 135 of Companies Act, 2013: (Yes/No) - Yes  
(ii) Turnover (in Rs.) - Rs. 1431.02 Crores (FY 2022-23)  
(iii) Net worth (in Rs.)- Rs. 1099.85 Crores (FY 2022-23)

**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*	-	-	-	-	-	-
Investors (other than shareholder)	Yes**	-	-	-	-	-	-
Shareholders	Yes**	9	0	-	10	0	-
Employees and workers	Yes***	-	-	-	-	-	-
Customers	Yes****	-	-	-	-	-	-
Value Chain Partners	Yes*	-	-	-	-	-	-

\*No complaints have been received from communities, value chain partners and investors during FY 2021-22 and FY 2022-23. Complaints / Grievances from Communities / Value Chain Partners are addressed by concerned departments on a case-to-case basis.

\*\*The Company has appointed Registrar and Share Transfer Agent (RTA) Integrated Registry Management Services Private Limited to look into the grievances/complaints of the shareholders. In addition to it the Company has designated email ID investors@suprajit.com, where the shareholders can send their grievances / complaints. The said grievances/complaints are received directly by the Company are forwarded to RTA promptly to take necessary actions to resolve the same.

\*\*\*The details of grievance redressal mechanism for employees and workers are provided in Principle 3, point No. 6

\*\*\*\* The various mechanisms in place to receive and respond to consumer complaints and feedback are Customer helpline number/Toll-free number, on website of the Company.

Policies & grievance redressal mechanism are accessible on <https://suprajit.com/investors/compliance/policies-codes/>

#### 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.	Energy Consumption	Risk	Energy costs are important part of our operation expenses.	This is managed through forecasting of potential regulatory impacts on our costs and initiating mitigation action to reduce this through our operational performance, including energy efficiency investment, long term price modelling and energy procurement and renewable electricity targets.	NA
2	Training & Skill Development of employees	Opportunity	Employees are our biggest strengths and the ever-evolving technology and customer requirements, requires employees with	We follow industry best human resource practices to attract, develop, deploy talent. The Company organizes several technical and behavioral trainings for employees to upskill and make them be ready for any challenge they face.	NA

### 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.

We have implemented following policies towards adopting National Guidelines on Responsible Business Conduct (NGRBC):

<b>Principle P1:</b> Transparency & Accountability <ul style="list-style-type: none"> <li>Code of Conduct &amp; Work Ethics Policy</li> <li>Business Responsibility Policy</li> <li>Whistle Blower Policy</li> </ul>	<b>Principle P2:</b> Product Responsibility <ul style="list-style-type: none"> <li>Quality Policy</li> <li>Safety Health and Environmental (SHE) Policy</li> <li>Sustainable Procurement Policy</li> </ul>	<b>Principle P3:</b> Employee Development <ul style="list-style-type: none"> <li>Non-Discrimination and Sexual Harassment Redressal Policy</li> </ul>
<b>Principle P4:</b> Stakeholder Engagement <ul style="list-style-type: none"> <li>Policy on Corporate Social Responsibility (CSR)</li> </ul>	<b>Principle P5:</b> Human Rights <ul style="list-style-type: none"> <li>Non-Discrimination and Sexual Harassment Redressal Policy</li> </ul>	<b>Principle P6:</b> Environment Principle <ul style="list-style-type: none"> <li>Safety Health and Environmental (SHE) Policy</li> </ul>
<b>Principle P7:</b> Public Advocacy <ul style="list-style-type: none"> <li>Policy on Corporate Social Responsibility (CSR)</li> </ul>	<b>Principle P8:</b> Inclusive Growth <ul style="list-style-type: none"> <li>Policy on Corporate Social Responsibility (CSR)</li> </ul>	<b>Principle P9:</b> Customer Value <ul style="list-style-type: none"> <li>IT Policies &amp; Procedure</li> <li>Customer complaint Procedure</li> </ul>

Disclosure Questions	P 1	P 2	P 3	P 4	P 5	P 6	P 7	P 8	P 9
<b>Policy and management processes</b>									
1. a. Whether your entity's policy/policies cover each principle and its core elements of the NGRBCs. (Yes/No)	Y	Y	Y	Y	Y	Y	Y	Y	Y
b. Has the policy been approved by the Board? (Yes/No)	Yes								
c. Web Link* of the Policies, if available	<a href="https://suprajit.com/investors/compliance/policies-codes/">https://suprajit.com/investors/compliance/policies-codes/</a>								
2. Whether the entity has translated the policy into procedures. (Yes / No)	Y	Y	Y	Y	Y	Y	Y	Y	Y
3. Do the enlisted policies extend to your value chain partners? (Yes/No)	N	N	N	N	N	N	N	N	N
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) adopted by your entity and mapped to each principle.	All the Policies has been made as per the National Guidelines on Responsible Business Conduct, 2019 released by the Ministry of Corporate Affairs.								
5. Specific commitments, goals and targets set by the entity with defined timelines, if any.	Our strategies, business model and operations are based on environment protection, employee safety and customer satisfaction.								
6. Performance of the entity against the specific commitments, goals and targets along -with reasons in case the same are not met.	Not Applicable								
<b>Governance, leadership, and oversight</b>									
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)	The message from our Managing Director& Group CEO has been included at the beginning of this report								
8. Details of the highest authority responsible for implementation and oversight of the Business Responsibility policy (ies).	Implementation and oversight of the Business Responsibility Policies and the decision making on sustainability related issues is the responsibility of the Corporate Social Responsibility (CSR) Committee of the Board of Directors, which comprises of following members as on March 31, 2023: Mr. Kula Ajith Kumar Rai - Chairman, Mr. *Ian Williamson - Member, and Mrs. Supriya Rai – Member								
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.									

\* ceased on March 31, 2023



**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)								
	P 1	P 2	P 3	P 4	P 5	P 6	P 7	P 8	P 9	P 1	P 2	P 3	P 4	P 5	P 6	P 7	P 8	P 9
Compliance with statutory requirements of relevance to the principles, and, rectification of any non-compliances	The review has been done by Corporate Social Responsibility Committee and Managing Director & Group CEO.									The frequency of the review is Annual with Corporate Social Responsibility committee and quarterly with Managing Director & Group CEO								
Compliance with statutory requirements of relevance to the principles, and, rectification of any non-compliances	Compliance with the laws of the land is the first step in responsible business conduct. The compliance review with all the statutory requirements of relevance to the principles of National Guidelines on Responsible Business Conduct has been done by the respective committees of the Board.																	

**11. Has the entity carried out independent assessment/ evaluation of the working of its policies by an external agency? (Yes/No). If yes, provide name of the agency.**

No, the assessment / evaluation of the working of its policies is being done internally as part of the business operating policies and procedures.

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

Questions	P 1	P 2	P 3	P 4	P 5	P 6	P 7	P 8	P 9
The entity does not consider the Principles material to its business (Yes/No)	All the Principles are covered by polices								
The entity is not at a stage where it is in a position to formulate and implement the policies on specified principles (Yes/No)									
The entity does not have the financial or/human and technical resources available for the task (Yes/No)									
It is planned to be done in the next financial year (Yes/No)									
Any other reason (please specify)									

**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:

We have introduced an online Learning Management System (LMS), by mapping the learning curve of every individual to inculcate the culture of continuous learning and growth in our people.

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	2	All principles	100%
Key Managerial Personnel	2	All principles	100%
Employees other than BoD and KMPs	Ongoing	The principles relevant to their work area	99%
Workers	Ongoing	The principles relevant to their work area	96%

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	No fines / penalties /punishment/ award/ compounding fees/ settlement amount has been paid by the entity or by the Directors / KMPs.				
Settlement					
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	No Non -Monetary imprisonment or punishment has been imposed on the entity or on the directors / KMPs.				
Punishment					

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.

Case Details	Name of the regulatory/enforcement agencies/judicial institutions
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.  
The Code of Conduct for Board of Directors & Senior Management covers the concerns regarding anti-corruption or anti-bribery policy. The policies are accessible at <https://suprajit.com/investors/compliance/policies-codes/>
5. Number of Directors/KMPs/employees/workers against whom disciplinary action was taken by any law enforcement agency for the charges of bribery/ corruption:  
No disciplinary action was taken by any law enforcement agency for the charges of bribery/ corruption against any of the Directors/KMPs/employees.
6. Details of complaints with regard to conflict of interest:  
No complaint was received with regard to conflict of interest of the Directors, KMPs or any other employee.
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 as there are no cases of fines / penalties / action taken by regulators/ law enforcement agencies/ judicial institutions, on cases of corruption and conflicts of interest.

## 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.

	Current Financial Year 2022-23	Previous Financial Year 2021-22	Details of improvements in environmental and
R & D	-	-	-
Capex	-	-	-

The Company has installed the renewable solar plants in 6 units, which will be able to generate 1975 Kwp and in 3 plants are under installation. The Company has a future plan to install the solar project in all the units.

2. a. Does the entity have procedures in place for sustainable sourcing? (Yes/No)  
Yes. We have a Supplier Code of Conduct which details all the ethical, environmental, and social aspects which the suppliers need to comply with.
- b. If yes, what percentage of inputs were sourced sustainably?  
50%
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.  
Most of our products are recyclable in nature. For warranty cases we take back our products for safe disposal.
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, EPR registration is under process.

**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	Total (A)	% of employees covered by									
		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)
<b>Permanent employees</b>											
Male	1030	1030	100%	1030	100%	NA	NA	NA	NA	1030	100%
Female	62	62	100%	62	100%	62	100%	NA	NA	62	100%
Total	1092	1092	100%	1092	100%	62	100%	NA	NA	1092	100%
<b>Other than Permanent employees</b>											
Male	-	-	-	-	-	-	-	-	-	-	-
Female	-	-	-	-	-	-	-	-	-	-	-
Total	-	-	-	-	-	-	-	-	-	-	-

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

Category	Total (A)	% of workers covered by									
		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)
<b>Permanent workers</b>											
Male	643	643	100%	643	-	NA	NA	NA	NA	643	100%
Female	88	88	100%	88	-	88	100%	NA	NA	88	100%
Total	731	731	100%	731	-	88	100%	NA	NA	731	100%
<b>Other than Permanent workers</b>											
Male	-	-	-	-	-	-	-	-	-	-	-
Female	-	-	-	-	-	-	-	-	-	-	-
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	No. of employees covered as a % of total Employees	No. of workers covered as a % of total	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
Other - Pls. specify	-	-	-	-	-	-

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, the offices and the outlets are accessible with elevators and ramps for persons with disabilities.

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 entity does have a Non-Discrimination and Sexual Harassment Redressal Policy as per the Rights of Persons with Disabilities Act, 2016. The policy is part of HR manual and accessible on the intranet.

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	NA	NA	NA	NA
Female	100%	100%	100%	100%
Total	100%	100%	100%	100%

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

	<i>Yes/No (If Yes, then give details of the mechanism in brief)</i>
<b>Permanent Workers</b>	<p>Any employee facing any sort of harassment or discrimination or under apprehension of facing such harassment/discrimination should immediately report it with one or more witnesses to the HR Manager/Unit Head/Equivalent. The following procedure is in place adopted for resolution:</p> <ul style="list-style-type: none"> <li>• A Complaints Committee is in place.</li> <li>• Complaint procedure is time bound.</li> <li>• Confidentiality of the complaint procedure is maintained.</li> <li>• Complainants or witnesses is not victimized or discriminated against while dealing with complaints.</li> <li>• Any person aggrieved shall prefer a complaint before the Complaints Committee within 15 days from the date of occurrence of the alleged incident.</li> <li>• If the complainant feels that he/she cannot disclose her identity for any particular reason the complainant shall address the complaint to the head of the organization and hand over the same in person or in a sealed cover.</li> <li>• The Complaints Committee shall take immediate necessary action to cause an inquiry to be made discreetly or hold an inquiry, if necessary.</li> </ul> <p><b>Penalties:</b></p> <ul style="list-style-type: none"> <li>• Where any such harassment / discrimination amounts to a specific offence under the Indian Penal Code or under any other law, SEL shall initiate appropriate action in accordance with law by making a complaint with the appropriate authority.</li> <li>• Where such conduct amounts to misconduct in employment as defined by the relevant service rules, appropriate disciplinary action up to and including dismissal will be taken.</li> <li>• In the event of a false accusation the employee claiming to be a victim of discrimination, he/she will be liable for disciplinary action.</li> </ul>
<b>Other than Permanent Workers</b>	
<b>Permanent Employees</b>	
<b>Other than Permanent Employees</b>	

## 7. Membership of employees and worker in association(s) or Unions recognised 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 / union (B)	% (B/A)	Total Employees/Workers in respective Category (A)	No. of employees / workers in respective category who are part of association / union (B)	% (B/A)
<b>Permanent Employees</b>						
-Male	1030	0	0%	823	0	0%
-Female	62	0	0%	48	0	0%
<b>Permanent Workers</b>						
-Male	643	0	0%	565	0	0%
-Female	88	0	0%	78	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)
<b>Employees</b>										
Male	1030	1030	100%	821	80%	823	823	100%	569	69%
Female	62	62	100%	48	77%	48	48	100%	39	81%
Total	1092	1092	100%	869	80%	871	871	100%	608	70%
<b>Workers</b>										
Male	643	643	100%	517	80%	565	565	100%	402	71%
Female	88	88	100%	69	78%	78	78	100%	51	65%
Total	731	731	100%	586	80%	643	643	100%	453	70%

## 9. Details of performance and Career development reviews of employees:

Category	FY 2022-23			FY 2021-22		
	Total (A)	No. (B)	% (B/A)	Total (C)	No. (D)	% (D/C)
<b>Employees</b>						
Male	1030	1030	100%	823	777	100%
Female	62	62	100%	48	40	100%
Total	1092	1092	100%	871	817	100%
<b>Workers</b>						
Male	643	643	100%	565	565	100%
Female	88	88	100%	78	78	100%
Total	731	731	100%	643	643	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, the coverage of such system?

Yes. All plants are covered.

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

The company has a "Occupational Health and Safety Policy" to lay down the systems and procedures for identifying work safety, health, and related hazards. The policy provides for:

- Identification and eliminate of hazard and minimize the OH&S risks through eliminating hazards, prevention of injury, accidents, and ill health.
- Consultation and participation of workers and worker's representatives in safety committees to continually Improve the OH&S management system performance.
- Ensure Health and Safety of Visitors, Customers, and contractors at our premises

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

Yes, the employees can report the work-related hazards to the Business Manager and they are trained to remove themselves from risks.

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

Yes.

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		
Total recordable work-related injuries	Employees	-	-
	Workers		
No. of fatalities	Employees	-	-
	Workers		
High consequence work-related injury or ill-health (excluding fatalities)	Employees	-	-
	Workers		

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

Induction training is provided to all new joiners on health and safety at workplace. Also, employees are provided training at regular intervals to ensure a safe and healthy workplace. We also conduct safety audits every month.

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	-	-	-	-	-	-
Health & Safety	-	-	-	-	-	-
Sexual Harassment	-	-	-	-	-	-
Discrimination at workplace	-	-	-	-	-	-
Child Labour	-	-	-	-	-	-
Forced Labour / Involuntary Labour	-	-	-	-	-	-
Wages	-	-	-	-	-	-
Any other type of complaint	-	-	-	-	-	-

## 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%
Working Conditions	100%

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.

Not applicable as no safety-related incidents has happened and on significant risks / concerns has arisen from assessments of health & safety practices and working conditions.

#### 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.

Suprajit Engineering Limited acknowledges its responsibility towards society and supports inclusive growth and equitable development of all its stakeholders. We strongly believe in growing together responsibly leading to the success of our business. We aim at balancing the needs and address the concerns of our stakeholders and endeavor to take into consideration the impact it has on the environment, society, and the community.

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
Customers	N	Customer & Distributor Meetings, Customer Feedback, Website, Product Catalogues	Ongoing	Customer satisfaction, product quality, product safety,
Employees	N	Notice Boards, Website, Employee Survey feedback, Annual Performance Review, Meetings, Trainings	Ongoing	Working condition, Employee performance, Employee Satisfaction
Shareholders	N	AGM, Investor meets, Investor Grievance redressal mechanism, press release	Ongoing	Business Strategies and Performance
Regulatory Authorities	N	Regulatory Filings, communication to stock Exchange and SEBI	Ongoing	Legal Compliance
Media	N	Press Releases, Social Media Platforms, Media interactions	Ongoing	Information dissemination, communicating company's perspective
Community	Y, Underprivileged communities	Corporate Social responsibility initiatives	Ongoing	Social welfare



**PRINCIPLE 5 Businesses should respect and promote human rights Essential Indicators.****Essential Indicators**

1. Employees 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)
<b>Employees</b>						
Permanent	1092	1092	100%	871	871	100%
Other than permanent	-	-	-	-	-	-
Total Employees	1092	1092	100%	871	871	100%
<b>Workers</b>						
Permanent	731	631	100%	643	643	100%
Other than permanent	-	-	-	-	-	-
Total Employees	731	631	100%	643	643	100%

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

Category	Total (A)	FY 2022 - 23				FY 2021-22				
		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)
<b>Employees</b>										
<i>Permanent</i>										
Male	1030	0	0%	1030	100%	843	0	0%	823	100%
Female	62	0	0%	62	100%	48	0	0%	48	100%
<i>Other than Permanent</i>										
Male	-	-	-	-	-	-	-	-	-	-
Female	-	-	-	-	-	-	-	-	-	-
<b>Workers</b>										
<i>Permanent</i>										
Male	643	0	0%	643	100%	565	0	0%	565	100%
Female	88	0	0%	88	100%	78	0	0%	78	100%
<i>Other than Permanent</i>										
Male	-	-	-	-	-	-	-	-	-	-
Female	-	-	-	-	-	-	-	-	-	-

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

	Male		Female	
	Number	Median remuneration/ salary/ wages of respective category (₹ in Million)	Number	Median remuneration/ salary/ wages of respective category (₹ in Million)
Board of Directors (BoD)	7	0.50	2	0.50
Key Managerial Personnel	2	17.62	0	0
Employees other than BoD and KMP	1673	0.30	150	0.26
Workers	-	-	-	-

## 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 Chief Human Resource Officer is the focal point for addressing human rights impacts or issues caused or contributed to by the business.

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

The Company has a "Non-Discrimination and Sexual Harassment Redressal Policy" and a formal process for dealing with complaints of harassment or discrimination. The details of the grievance redressal mechanism is given under the point no. 6 under Principle 3. To prevent any adverse impact, the Company has undertaken initiatives to make the workplace safe for women, which include building employee awareness and stringent guidelines on Prevention of Sexual Harassment. Also, Whistle Blower Policy provides the mechanism to prevent adverse consequences to the complainant in discrimination and harassment cases.

## 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	-	-	-	-	-	-
Discrimination at workplace	-	-	-	-	-	-
Child Labour	-	-	-	-	-	-
Forced Labour/Involuntary Labour	-	-	-	-	-	-
Wages	-	-	-	-	-	-
Other human rights related issues	-	-	-	-	-	-

No Complaints have been received during the FY 2022 - 23 and FY 2021 - 22

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

The Whistle Blower Policy and Non-Discrimination and Sexual Harassment Redressal Policy provides the mechanism to prevent adverse consequences to the complainant in discrimination and harassment cases.

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

No. We are studying this requirement and we are findings the most relevant clauses to be included in the agreements. However, we have Supplier Code of Conduct which contains human rights requirements

## 9. Assessments for 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	-

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

Not Applicable as no significant risks / concerns has arisen from the assessments.

### 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, in the following format

Parameter	FY 2022-23	FY 2021-22
Total electricity consumption (A)	74530 GJ	69135 GJ
Total fuel consumption (B)	24153 GJ	24722 GJ
Energy consumption through other sources (C) (Solar/Wind)	18 GJ	5 GJ
Total energy consumption (A+B+C)	98701 GJ	93862 GJ
Energy intensity per rupee of turnover (Total energy consumption/ turnover in rupees)	66.93 GJ/Crore of Turnover	72.15 GJ/Crore of Turnover
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.

N. No independent assessment/ evaluation/assurance has been carried out by an external agency.

## 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.

The operations of the company are not covered under the Performance, Achieve and Trade (PAT) Scheme of the Government of India.

3. Provide details of the following disclosures related to water, in the following format:

Parameter	FY 2022-23	FY 2021-22
Water withdrawal by source (in kiloliters)		
(i) Surface water	-	-
(ii) Groundwater	76894	84150
(iii) Third party water*	49021	41822
(iv) Seawater / desalinated water	-	-
(v) Others	-	-
Total volume of water withdrawal (in kiloliters) (i + ii + iii + iv + v)	125915	125972
Total volume of water consumption (in kiloliters)	125915	125972
Water intensity per rupee of turnover (Water consumed / turnover)	85.39 KL/Crore of Turnover	96.90 KL/Crore of Turnover
Water intensity (optional) – the relevant metric may be selected by the entity	-	-

\*Municipal 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.

N. No independent assessment/ evaluation/assurance has been carried out by an external agency.

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

No

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	PPM	8.9	11.6
Sox	PPM	3.1	3.4
Particulate matter (PM)	mg/Nm3	22.6	19.6
Persistent organic pollutants (POP)	-	-	-
Volatile organic compounds (VOC)	-	-	-
Hazardous air pollutants (HAP)	-	-	-
Others – please specify	-	-	-

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 ton of CO2 equivalent	1795	1979
Total Scope 2 emissions (Break-up of the GHG into CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, if available)	Metric ton of CO2 equivalent	16769	15171
Total Scope 1 and Scope 2 emissions per rupee of turnover	Metric ton of CO2 Equivalent / Crores of Turnover	11.36	11.67
Total Scope 1 and Scope 2 emission 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.

Yes, the sustainability consultants "Sustainability Actions Private Limited" has done assessment of the above calculations.

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

The Company has installed the renewable solar plants in 6 units, which will be able to generate 1975 Kwp and in 3 plants are under installation. The Company has a future plan to install the solar project in all the units.

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

Parameter	FY 2022-23	FY 2021-22
<b>Total Waste generated (in metric ton)</b>		
Plastic waste (A)	69	59
E-waste (B)	2	1
Bio-medical waste (C)	0	0
Construction and demolition waste (D)	0	0
Battery waste (E)	1	7
Radioactive waste (F)	0	0
Other Hazardous waste. Please specify, if any. (G)- Used Oil	3	3
Other Non-hazardous waste generated (H). Please specify, if any.	798	812
Total (A+B + C + D + E + F + G + H)	873	882
<b>For each category of waste generated, total waste recovered through recycling, re-using or other recovery operations (in metric ton)</b>		
<b>Category of waste</b>		
(i) Recycled	All Material sent to recyclers / Composters through authorized collectors.	
(ii) Re-used	-	-
(iii) Other recovery operations	-	-
Total	-	-
<b>For each category of waste generated, total waste disposed by nature of disposal method (in metric ton)</b>		
<b>Category of waste</b>		
(i) Incineration	-	-
(ii) Landfilling	-	-
(iii) Other disposal operations	-	-
<b>Total</b>	-	-

**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.

N. No independent assessment/ evaluation/assurance has been carried out by an external agency.

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.

We adhere to strict environment compliances and effectively dispose the hazardous waste generated through authorised dealers and our non-hazardous waste is re-used and recycled.

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 entity's operations/offices are not in or 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:

No projects have been undertaken by the entity requiring environmental impact assessments of projects in the current financial year.

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.

### **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.

3

b. List the top 10 trade and industry chambers/ associations (determined based on the total members of such 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 (State/National)
1	Confederation of Indian Industries (CII)	National
2	Automotive Component Manufacturers Association (ACMA)	National
3	Bangalore Chamber of Industry and Commerce (BCIC)	National

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

Not applicable, as no adverse orders from regulatory authorities has been received

### **PRINCIPLE 8 Businesses should promote inclusive growth and equitable development.**

We have taken a holistic approach towards the development of the deprived groups of the society and implement CSR programmes through external agencies. The various CSR projects are firstly reviewed internally, approved by the management is regularly reviewed by the CSR committee. The progress of all approved CSR projects is tracked, and the reports evaluated from time to time. Our Corporate Social Responsibility (CSR) Policy outlines our commitment to promote inclusive growth and equitable development. We endeavor to make CSR a key business process for sustainable development and undertake various activities such as promoting education, healthcare, and rural 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.

No Projects have been undertaken which require Social Impact Assessments (SIA) as per the applicable laws in the current financial year.

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

There was no project involving R&R during the FY 2021-22 or 2022-23.

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

No complaints have been received from communities during FY 2021-22 and FY 2022-23. Complaints / Grievances from communities are addressed by concerned departments on a case-to-case basis.

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	70%	70%
Sourced directly from within the district and neighboring districts	60%	60%

### 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.

Quality Management System procedure number SEL\QSP\19 is available for handling customer complaints.

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	0%
Safe and responsible usage	100%
Recycling and/or safe disposal	0%

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

	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
Data Privacy	-	-	-	-	-	-
Advertising	-	-	-	-	-	-
Cyber Security	-	-	-	-	-	-
Delivery of essential services	-	-	-	-	-	-
Restrictive Trade Practices	-	-	-	-	-	-
Unfair Trade Practices	-	-	-	-	-	-
Others	-	-	-	-	-	-

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

No product recall has happened on account of safety issues.

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 policy "IT Policies & Procedures." This policy is available on the intranet and accessible to all employees of the company.

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.

Not Applicable as no penalty/action has been taken by regulatory authorities on safety of products / services.