

BUSINESS RESPONSIBILITY & SUSTAINABILITY REPORT

SECTION A GENERAL DISCLOSURES

I. Details of the listed entity

- | | | | |
|----|--|----|--|
| 1 | Corporate Identity Number (CIN) of the Listed Entity | >> | L22200MH1984PLC034055 |
| 2 | Name of the Listed Entity | >> | NAVNEET EDUCATION LIMITED |
| 3 | Year of incorporation | >> | 18 th April, 1984 |
| 4 | Registered office address | >> | Navneet Bhavan, Bhavani Shankar Road, Dadar (West), Mumbai-400028 |
| 5 | Corporate address | >> | Navneet Bhavan, Bhavani Shankar Road, Dadar (West), Mumbai-400028. |
| 6 | E-mail | >> | investors@navneet.com |
| 7 | Telephone | >> | +91 22 66626565 |
| 8 | Website | >> | http://www.navneet.com/ |
| 9 | Financial year for which reporting is being done | >> | 2022-23 |
| 10 | Name of the Stock Exchange(s) where shares are listed | >> | BSE And NSE |
| 11 | Paid-up Capital | >> | ₹ 45,24,26,362/- |
| 12 | Name and contact details (telephone, email address) of the person who may be contacted in case of any queries on the BRSR report | >> | Amit Buch
secretarial@navneet.com
+91 22 66626565 |
| 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 |

II. Products/services

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

	Description of main activity	Description of business activity	% of turnover of the entity
1	Publication	We engage in the business of publication of educational and non-educational Books	42%
2	Stationery	We engage in the manufacture of paper and non -paper stationery	58%

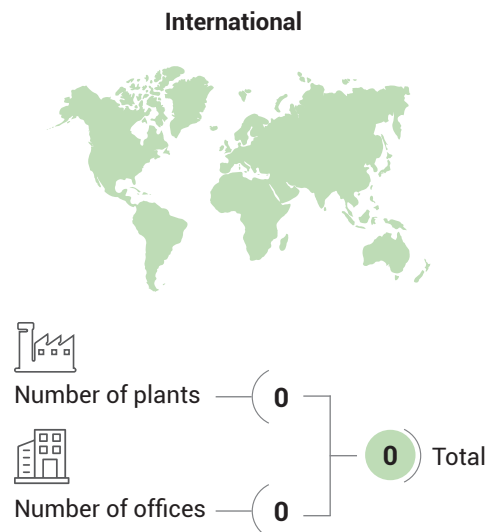
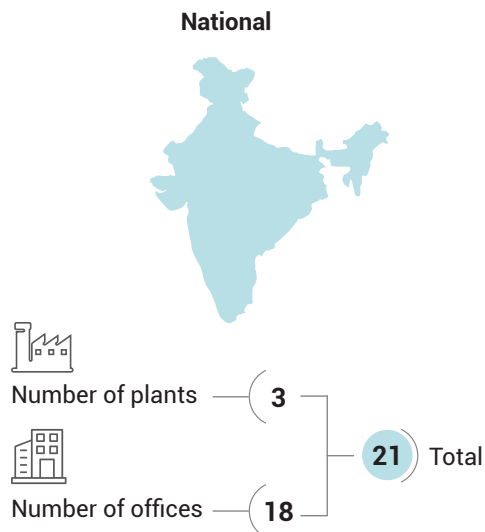
15. Products/services sold by the entity (accounting for 90% of the entity's Turnover):

	Product/ service	NIC Code	% of total turnover contributed
1	Publication	58111	42%
2	Stationery	47613; 46496	58%



III. Operations

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



17. Markets served by the entity:
a. Number of locations

Locations	Number
National (No. of states)	17
International (No. of countries)	32*



Navneet operates exclusively in India and successfully exported its products to 32 countries throughout the year.

b. What is the contribution of exports as a percentage of the total turnover of the entity?	35%
---	-----



c. A brief on types of customers

Navneet takes immense pride in its mission to offer high-quality study materials, scholastic paper, and scholastic non-paper stationery at affordable prices. We are dedicated to serving a diverse customer base, ranging from school children to the young generation, catering to various demographics worldwide. Our commitment extends from schools to offices, reaching out to students and teachers alike, ensuring their needs are met with utmost satisfaction. Navneet has emerged as a prominent global supplier of scholastic and office stationery products. We hold a leadership position in the Indian market and key regions like the Middle East, parts of Africa, USA, and Europe.



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)	2,093	1,893	90.44%	200	9.56%
2.	Other than permanent (E)	141	119	84.40%	22	15.60%
3.	Total employees (D + E)	2,234	2,012	90.06%	222	9.94%
 WORKERS						
4.	Permanent (F)	830	827	99.64%	3	0.36%
5.	Other than permanent (G)	508	482	94.88%	26	5.12%
6.	Total workers (F + G)	1,338	1,309	97.83%	29	2.17%

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)	12	10	83.33%	2	16.67%
2.	Other than permanent (E)	1	1	100%	-	-
3.	Total differently-abled employees (D + E)	13	11	84.62%	2	15.38%
 DIFFERENTLY ABLED WORKERS						
4.	Permanent (F)	8	8	100%	-	-
5.	Other than permanent (G)	1	1	100%	-	-
6.	Total differently-abled workers (F + G)	9	9	100%	-	-

19. Participation/inclusion/representation of women

	Total (A)	No. and percentage of Females	
		No. (B)	% (B / A)
 Board of Directors	11	1	9.09%
 Key Management Personnel	7	0	0



20. Turnover rate for permanent employees and workers

(Disclose trends for the past 3 years)

	2022-23 (Turnover rate in current)			2021-22 (Turnover rate in previous)			2020-21 (Turnover rate in the year prior to the previous)		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Permanent employees	12.46%	16.98%	12.86%	10.98%	26.13%	12.34%	10.91%	5.20%	10.42%
Permanent workers	2%	-	2%	2.02%	-	2	2.87%	-	3%

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	Navneet Futuretech Limited (formerly known as eSense Learning Limited)	Subsidiary	100%	No
2	Indiannica Learning Private Limited	Subsidiary	100%	No
3	Navneet Learning LLP	Subsidiary	93%	No
4	Navneet (HK) Limited	Subsidiary	70%	No
5	K12 Techno Services Private Limited	Associate	22.14%	No
6	Navneet Tech Ventures Private Limited	Subsidiary	100%	No
7	Carveniche Technologies Private Limited	Associate	46.84%	No

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

Yes

(ii) Turnover (in ₹)

16,276,783,850.00

(iii) Net worth (in ₹)

13,525,796,865.00

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)	2022-23 Current financial year			2021-22 Previous financial year		
		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*	35	0	NA	45	0	NA
Value chain partners	Yes*	0	0	NA	0	0	NA
Other (Please specify)							

*<https://navneet.com/download/#CGP>

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 management	Risk	Decisions regarding energy intensity and sourcing impact cost efficiency and risk profile, influencing the organisation's overall performance	Navneet's mitigation plan includes adopting renewable energy sources, such as solar and wind, along with initiatives to reduce energy consumption through various measures, ensuring sustainable and efficient operations.	Negative implications

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.	Waste & hazardous materials management	Risk	Improper waste management, including hazardous and non-hazardous waste, poses health and safety risks to workers and the community. Failure to comply with waste management regulations can have negative economic implications for organisations	Our ESG policy reflects strong commitment to waste management. We engage authorised vendors for the proper handling of hazardous waste, including e-waste. Additionally, we continuously seeks opportunities for recycling and reuse of the waste.	Negative implications
3	Diversity & inclusion	Opportunity	Embracing diversity and inclusion at Navneet unlocks opportunities, fostering creativity, innovation, and broader perspectives. It enriches our content, attracts diverse audiences, and strengthens our reputation as an inclusive and progressive organisation.		Positive implications
4	Employee welfare and engagement	Risk	Low motivated employees pose risks to organisation, leading to decreased productivity, higher absenteeism, increased turnover rates, compromised work quality, and potential negative impacts on overall organisation performance and reputation.	Navneet's focus is on fostering a positive work environment with better infrastructure, clean food facilities, engaging activities, and regular appraisals for employees' growth and satisfaction.	Negative implications
5	Occupational health & safety	Risk	OHS risks include accidents, work-related hazards, and exposure to hazardous chemicals and printing ink throughout Navneet's operations. Failure to address these risks can result in injuries, health issues, reputational damage, and non-compliance with regulations, jeopardising the well-being of the employees and our standing.	Navneet prioritise workplace safety through comprehensive safety protocols, training, proper handling of hazardous substances, and regulatory compliance. Navneet's sites undergo regular third-party audits, and it holds ISO 45001, Sedex, and BSCI certifications, validating its commitment to health and safety standards.	Negative implications

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	Community development	Opportunity	Operating within the education sector, which offers numerous positive externalities, we have a valuable opportunity to engage with the local community, organise events, support educational initiatives, and foster relationships with customers and stakeholders. These efforts can elevate Navneet's brand reputation, attract a wider customer base, and cultivate a loyal and supportive community network.		Positive implications
7	Anti-corruption & bribery	Risk	Failure to effectively address anti-corruption and bribery risks exposes us to legal and regulatory violations, reputational damage, and financial penalties, among others.	To mitigate anti-bribery and anti-corruption risks, Navneet has implemented a strong ESG Policy, upholding ethical standards and providing clear guidelines. The Company's efficient grievance redressal mechanism ensures prompt resolution of complaints, fostering transparency and accountability.	Negative implications
8	Data protection & privacy	Risk	The evaluation of companies includes an assessment of the quantity of personal information they gather, their susceptibility to data breaches, their data protection systems, and their exposure to emerging or expanding privacy regulations.	Navneet has implemented a data protection policy that is shared with its stakeholders and hosted on its Company website. This policy outlines the purpose of collecting and using personal information, as well as the measures taken by Navneet to ensure the security of the personal information.	Negative implications

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)
9	Corporate governance	Risk	Companies are evaluated on their overall performance regarding important governance matters, such as ownership and control, board compensation, accounting practices, business ethics, and transparency in tax matters. This subject investigates how a Company's corporate governance and ethical practices impact its investors, including shareholders.	Navneet's board of directors with diverse expertise ensures proper governance and decision-making. The Company maintains robust internal control systems, to prevent fraud and ensure compliance. Transparency and accountability are upheld through clear governance structures and defined roles and responsibilities.	Negative implications
10	Water and wastewater management	Risk	Water is one of the components in production process and Company may experience operational disruptions due to water scarcity. This can lead to higher water procurement costs and capital expenditures. Additionally, manufacturing process produces wastewater that must be treated before it can be disposed. Failure to comply with water quality regulations may result in additional costs related to regulatory compliance and mitigation efforts.	At Navneet's major production sites, it has installed wastewater treatment plants to effectively treat water and minimise environmental impact. Additionally, the Company is actively focussed on increasing the water recycling rate as part of its commitment to sustainable water management and conservation efforts.	Negative implications
11	Circular economy	Opportunity	The Circular Economy model advocates for the reuse, refurbishment, and recycling of existing materials and products. This shift in production and consumption can lead to a reduction in material usage. The transition to a circular economy could result in a change in regulations and demand for products, coupled with the use of new technology, which has the potential to reduce costs.		Positive implications

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)
12	Responsible content	Risk	Navneet publishes a lot of content, hence the risk of inadequate content creation and dissemination, which may include inaccurate information, leading to reputational damage, legal liabilities, and loss of audience trust and loyalty.	Navneet implements rigorous editorial standards and guidelines, ensuring accuracy, fairness, and ethical practices. Navneet has a thorough content review process, including fact-checking and adherence to industry best practices. The Company maintains open channels of communication to receive feedback and promptly address any concerns or complaints from its audience, including teachers.	Negative implications
13	Product innovation and quality	Opportunity	Customer preferences and needs are constantly evolving, and a Company that fails to keep up with these changes may find itself losing customers. In a highly competitive market, a company that does not innovate risks losing its competitive edge to its rivals. By introducing new and improved products, a company can stay ahead of its competitors and capture a larger share of the market. Companies that are known for their innovative products are often seen as more dynamic, progressive, and forward-thinking.		Positive implications

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	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
b. Has the policy been approved by the Board? (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
c. Web-link of the Policies, if available	https://navneet.com/download/#CGP								
2. Whether the entity has translated the policy into procedures. (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
3. Do the enlisted policies extend to your value chain partners? (Yes/No)	Yes	Yes	Yes	Yes	Yes	Yes	No	Yes	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) adopted by your entity and mapped to each principle.	NA	ISO 9001:2015 WAREX, FSC	ISO 45001:2018 Sedex, BSCI	NA	NA	ISO 14001:2015	NA	NA	NA
5. Specific commitments, goals and targets set by the entity with defined timelines, if any.	<p>Navneet is deeply committed to adopting the best Environmental, Social, and Governance (ESG) practices. With 2022-2023 as our base year, we have undertaken a comprehensive materiality assessment to identify our priority areas. We have meticulously assessed our current status and conducted a company-wide exercise to collect our ESG footprint.</p> <p>In Navneet's ongoing efforts to enhance its ESG practices and performance, we are dedicated to specifying our objectives and targets in the upcoming reporting period. We believe that transparency is crucial, and it looks forward to sharing our progress and achievements in the future.</p> <p>By prioritising ESG initiatives, Navneet strives to make a positive impact on the environment, society, and governance aspects of our operations. We remain resolute in our commitment to sustainable practices and ensuring a better future for all stakeholders involved.</p>								
6. Performance of the entity against the specific commitments, goals and targets along-with reasons in case the same are not met.	Not Applicable								

Disclosure Questions	P1	P2	P3	P4	P5	P6	P7	P8	P9
----------------------	----	----	----	----	----	----	----	----	----

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*)

I am pleased to present our first Business Responsibility and Sustainability Report, highlighting the challenges, performance, and achievements of NEL. At Navneet we recognize the significance of Environmental, Social, and Governance (ESG) factors and the associated risks and challenges they present.

To better understand and address our key ESG risks and opportunities, we have conducted a comprehensive materiality assessment. This assessment plays a crucial role in defining our challenges more accurately and enables us to develop targeted strategies and initiatives.

We are committed to environmental responsibility and have set ambitious targets to reduce our carbon footprint and minimize waste. A significant achievement has been our successful adoption of wind and solar power, reducing our reliance on non-renewable energy sources. We invest in new technologies to enhance product sustainability, exploring eco-friendly paper sourcing and UV coating for stationery. We have conducted a comprehensive carbon footprint assessment, calculating our scope 1 and scope 2 emissions company-wide.

Our commitment to quality extends beyond our products to the well-being of our employees and the communities we serve. We strive to maintain a safe and inclusive work environment, fostering diversity and equal opportunities for all. Furthermore, we are dedicated to promoting inclusive growth and have made significant contributions to society in various areas, including education, healthcare, and the environment. We believe in giving back and actively support initiatives that foster educational opportunities for underserved communities, improve healthcare access, and protect the environment. By engaging in these social endeavours, we strive to create a positive impact and contribute to the overall well-being and sustainable development of the communities we serve.

In reflecting on our achievements, we are proud of the progress we have made so far. However, we acknowledge that there is still much work to be done. We remain dedicated to continuously improving our ESG performance and setting new targets that align with our values and the expectations of our stakeholders.

Name: Mr. Gnanesh D. Gala

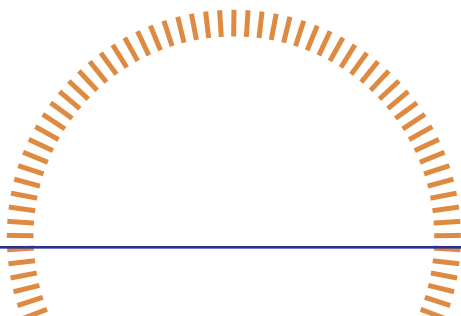
Designation: Executive Director - MD

8. Details of the highest authority responsible for implementation and oversight of the Business Responsibility policy (ies).

ESG Committee

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, Director
 Name: Mr. Gnanesh D. Gala
 Designation: Executive Director -MD



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	Director									Yearly								
Compliance with statutory requirements of relevance to the principles, and, rectification of any non-compliances	Director									Quarterly								

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.

P1



No

P2



Yes
ISO 9001 - DNV
WAREX – CII
FSC- Russian Register

P3



Yes
ISO 45001 – DNV
Sedex – Intertek
BSCI – UL Solutions

P4



No

P5



Yes

P6



Yes
ISO 14001-DNV

P7



No

P8



No

P9



No

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

Questions	P1	P2	P3	P4	P5	P6	P7	P8	P9
The entity does not consider the principles material to its business (Yes/No)									
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


» 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	» 4	Regular compliance update; BRSR awareness session	100%
 Key Managerial Personnel	» 4	Regular compliance update; BRSR awareness session	100%
 Employees other than BoD and KMPs	» 174	Awareness on POSH, BCI Policy, ETI, Code of Conduct, IT Policy, ISO Standards, AML; Technical trainings including excel, SAP; Soft skill trainings etc	61%

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
 Workers	>> 141	Awareness on POSH, BCI Policy, ETI, ISO Standards, AML; Technical trainings including shop floor training; Soft skill trainings etc	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	-	NA	NA	NA	NA
 Settlement	-	NA	NA	NA	NA
 Compounding fee	-	NA	NA	NA	NA

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

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
⇓	⇓
-	-

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.

Yes, the entity has adopted an ESG policy that covers anti-corruption and anti-bribery measures. The ESG Policy encompasses a commitment to promoting ethical business practices, transparency, and integrity throughout the organisation.

The policy can be accessed on <https://navneet.com/download/#CGP>

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

2022-23 (Current financial year)

Directors ⇓ 0	KMPs ⇓ 0	Employees ⇓ 0	Workers ⇓ 0
---------------------	----------------	---------------------	-------------------

2021-22 (Previous financial year)

Directors ⇓ 0	KMPs ⇓ 0	Employees ⇓ 0	Workers ⇓ 0
---------------------	----------------	---------------------	-------------------

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

	(Current financial year)		(Previous financial year)	
	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

» 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.

	2022-23 Current financial year	2021-22 Previous financial year	Details of improvements in environmental and social impacts
 R&D	-	-	-
 Capex	5%	3%	Key improvement includes: - Improved energy efficiency - UV coating of stationery replacing plastic coating - Installation of an effluent treatment plant

2. a. Does the entity have procedures in place for sustainable sourcing? (Yes/No)

Yes

b. If yes, what percentage of inputs were sourced sustainably?

100% in case of Paper Procurement

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.

The predominant product offerings of the Company consist of paper-based goods, such as notebooks and books.

Our publication division recalls books that become obsolete, primarily due to changes in educational curricula. Once the books are recalled, they are subsequently disposed of by selling them to scrap dealers who specialise in the selling of wastepaper to paper mills for the purpose of recycling.

* Our Company does not deal in any electronic goods or hazardous goods

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, we have completed the process for CPEC and Importer registration.

We are in process of registering as a brand owner.

» **Leadership Indicators**

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

Indicate input material	Recycled or re-used input material to total material	
	2022-23 Current financial year	2021-22 Previous financial year
Paper	51%*	62%

*In FY 2022-23, out of total paper procured 14% of the paper is recycled paper and 37% is agro based paper.

» **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	1893	667	35.24%	1859	98.20%	0	0	0	0	0	0
Female	200	83	41.45%	191	95.50%	200	100%	0	0	139	69.15%
Total	2,093	750	35.83%	2050	97.95%	200	100%	0	0	139	6.64%
Other than permanent employees											
Male	119	66	55.46%	89	74.79%	0	0	0	0%	0	0%
Female	22	17	77.27%	11	50%	22	100%	0	0%	0	0%
Total	141	83	58.87%	100	70.92%	22	100%	0	0%	0	0%


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	827	126	15.24%	611	73.88%	0	0%	0	0%	0	0%
Female	3	2	66.67%	1	33.33%	3	100%	0	0%	0	0%
Total	830	128	15.42%	612	73.73%	3	100%	0	0%	0	0%
 Other than permanent workers											
Male	482	157	32.57%	325	67.43%	0	0	0	0%	0	0%
Female	26	14	53.85%	12	46.15%	26	100%	0	0%	0	0%
Total	508	171	33.66%	337	66.34%	26	100%	0	0%	0	0%

2. Details of retirement benefits, for current financial year and previous financial year.

Benefits	2022-23 Current financial year			2021-22 Previous financial year		
	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	>> 99.57%*	100%	Y	99.54%	100%	Y
 Gratuity	>> 100%	100%	NA	100%	100%	NA

*Few employees opted out of the PF scheme.

Benefits	2022-23 Current financial year			2021-22 Previous financial year		
	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.)
 ESI	>> 17.25%**	15.9%**	Y	23.41%	19.79%	Y

**The ESI benefit is applicable to all eligible employees.

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.



Necessary steps have been taken to sensitise the Security personnel/ Back-office personnel on facilitating access of differently abled people within Company premises. Facilities like wheelchair and signboards, lift facility usage have been aligned at Office locations to facilitate access.

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, <https://navneet.com/download/#CGP>

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%

*Currently, parental benefits are only applicable to female employees.


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.

Yes/No (If yes, then give details of the mechanism in brief)
Yes

 Permanent Workers >>

 Other than Permanent Workers >>

 Permanent Workers >>

 Other than Permanent Employees >>

With regards to issues / doubts / complaints / grievance on any matter, employees reach out to their supervisor / Managers in said order to get clarification or sort out the issues.

In case of the issues / doubts / complaints / grievance is not resolved employee can approach HOD and still it is not resolved to the satisfaction, employee can approach HR Department.

Navneet follows an open-door policy for employees to reach HR Department freely at any time for any grievance.

Alternatively, the complaint / concern can be written and deposited in compliant / suggestion box.

The complaint / suggestion box check by HR department on weekly basis and reviewed the received complaint / suggestion. A register is maintained to record the same. Suitable action will be taken on suggestions/complaints received.

Any unresolved complaints will be handled by Department Head / Head HR.



The employee who makes the complaint shall be protected against all sorts of retaliation and adverse consequences.



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



Category	2022-23 (Current financial year)			2021-22 (Previous financial year)		
	Total employee/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	2093	0	0%	1949	0	0%
- Male	1893	0	0%	1783	0	0%
- Female	200	0	0%	166	0	0%
Total permanent workers	830	0	0%	745	0	0%
- Male	827	0	0%	2	0	0%
- Female	3	0	0%	747	0	0%

8. Details of training given to employees* and workers*:

Category	2022-23 Current financial year					2021-22 Previous financial year				
	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	1893	298	15.74%	408	21.55%	1783	1,185	66.46%	378	21.2%
Female	200	59	29.50%	125	62.50%	166	158	95.18%	50	30.12 %
Total	2093	357	17.06%	533	25.47%	1,949	1343	68.91%	428	21.96%
 Workers										
Male	827	515	62.27%	440	53.2%	745	454	60.94%	415	55.7%
Female	3	2	66.67%	2	66.67%	2	1	50%	1	50%
Total	830	517	62.29%	442	53.25%	747	455	60.91%	416	55.69%

*The table exclusively provides information for permanent employees and workers, omitting other than permanent personnel.

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

Category	2022-23 Current financial year			2021-22 Previous financial year		
	Total (A)	No. (B)	% (B / A)	Total (C)	No. (D)	% (D / C)
 Employees						
Male	1893	1,231	65.03%	1783	1228	68.87%
Female	200	164	82.00%	166	149	89.76%
Total	2093	1,395	66.65%	1949	1377	70.65%
 Workers						
Male	827	544	65.78%	745	506	67.92%
Female	3	2	66.67%	2	1	50%
Total	830	546	65.78%	747	507	67.87%

*The table exclusively provides information for permanent employees and workers, omitting other than permanent personnel.

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 such system?**

Yes, Navneet has successfully implemented the Occupational Health and Safety (OHS) system across all its plants and offices, with its head office and two major sites proudly holding ISO 45001 certification for their adherence to industry-leading safety standards.

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

Our organisation is committed to ensuring the health and safety of all employees. To address employee health and safety-related issues effectively, we have constituted a Health & Safety Committee with mandatory worker representation. The following initiatives have been implemented to identify work-related hazards:

The Health & Safety Committee meets regularly, and minutes of each meeting are recorded and monitored during half-yearly committee audits.

Accidents, incidents, and near misses are closely monitored on a monthly basis. The reduction in these occurrences is tracked by objective trackers across all relevant departments.

Employee health and safety meetings are conducted every quarter to review the usage of Personal Protective Equipment (PPE), accidents, incidents, and other health and safety-related matters.

Hazard-risk assessments are performed regularly or as needed when significant changes occur. These assessments help verify that all necessary controls are in place and identify any new hazards that require control measures.

By implementing these measures, we aim to create a safe and healthy work environment for all our employees.









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

Yes

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	2022-23 Current financial Year	2021-22 Previous financial year
Lost Time Injury Frequency Rate (LTIFR) (per one million-person hours worked)	 Employees	-	-
	 Workers	3	4
Total recordable work-related injuries	 Employees	-	-
	 Workers	3	4
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.

Navneet is committed to providing a safe and healthy work environment for all employees. The Company has implemented a range of measures to ensure that its workplace remains secure and conducive to employee well-being:

1. Periodic trainings are conducted on machinery handling, hazardous material handling, and other relevant topics.
2. The Company's maintenance department regularly develops risk-free machinery by installing guards, sensors, and other safety features to prevent accidents.



3. Quarterly employee health and safety meetings are held to review PPE usage, accidents, incidents, and other-related matters.
4. Information about health and safety is displayed on notice boards, and the Company conducts periodic training on topics, such as AIDS awareness and machinery handling to raise worker awareness.
5. A Health & Safety Committee has been established, with mandatory worker representation, to oversee employee health and safety-related issues. The committee's meeting minutes are recorded and monitored during half-yearly audits.
6. First aid boxes are maintained in all areas, with regular stock and expiration date monitoring. Usage is reviewed to identify any unusual patterns.

Workers receive periodic first aid and firefighting training, and first aiders and firefighters are present in all shifts and areas.

7. Mock drills addressing health and safety issues, such as falls and snake bites, are conducted according to a predetermined schedule. Findings are displayed on notice boards for worker awareness.
8. Fire equipment like hydrants and extinguishers is maintained by third-party AMCs, while other fire safety procedures and equipment are managed internally by the Health & Safety Committee and local supervisors, in coordination with the Manager of Services and the Manager of Maintenance.

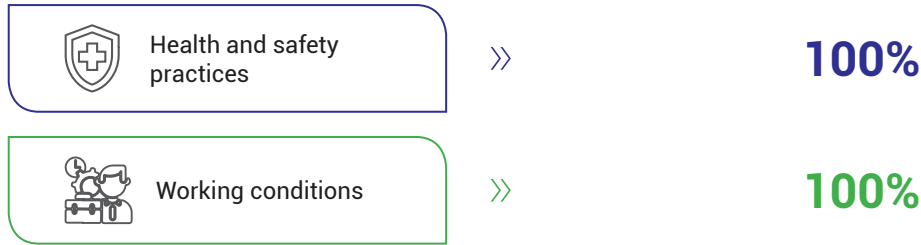
By implementing these measures, the Company aims to create a safe and healthy work environment for all employees.

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

Benefits	2022-23 (Current financial year)			2021-22 (Previous financial year)		
	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 & 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)**



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.

»»

No significant issues were found in the assessments.

»» **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 process of identifying relevant stakeholders is conducted by senior management in collaboration with board members and various departments. Stakeholders are determined based on groups that may be affected by or can influence the Company. This includes both internal and external stakeholders pertinent to the organisation.

We are grateful for the support provided by all stakeholders in helping to execute our strategies and achieve our objectives. Valuing the input and feedback from stakeholders, we strive to maintain strong relationships with them. Through continuous engagement and communication, we aim to address the needs and expectations of all stakeholders.

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 & marginalised 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	No	Email, intranet website, trainings, face to face meetings.	Periodic	Trainings, feedback, reviews, performance appraisals, HR connects.
 Author and illustrators	No	Email, face to face meetings.	Periodic	Discuss and review the content.
 Supplier	No	Email, face to face meetings.	Periodic	Review the delivery status, validating compliance requirements, raising concerns.
 Delivery channel partners	No	Email, face to face meetings.	Periodic	Feedback on sales, feedback on the products, collection process.
 Customers	No	Email, newspaper, website, telephonic calls.	Periodic	Information of product, understanding feedbacks and concerns.
 Community	Yes	Engagement through project teams.	Periodic	Drive CSR projects, interact with local community for concerns and issues if any.
 Shareholders	No	Emails, SMS, general meetings, website, stock exchange websites, newspaper advertisements, investors calls.	Periodic	Update the progress of the Company, approve agenda items, Board meeting intimations, other Company disclosures.


 >> **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	2022-23 Current financial year			2021-22 Previous financial year		
	Total (A)	No. of employees workers covered (B)	% (B / A)	Total (C)	No. of employees workers covered (D)	% (D / C)
Employees						
Permanent	2093	1404	67.08%	1949	1188	60.95%
Other than permanent	141	140	99.29%	114	39	34.21%
Total employees	2234	1544	69.11%	2063	1227	59.48%
Workers						
Permanent	830	587	70.72%	747	371	49.67%
Other than permanent	508	343	67.52%	701	259	36.95%
Total workers	1338	930	69.51%	1448	630	43.51%

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

Category	2022-23 Current financial year					2021-22 Previous financial year				
	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	2093	2	0.1%	2091	99.99%	1949	4	0.21%	1945	99.79%
Male	1893	2	0.11%	1891	99.89%	1783	4	0.22%	1779	99.78%
Female	200	0	0.0%	200	100.0%	166	0	0%	166	100 %
Other than permanent	141	33	23.4%	114	80.85%	114	37	32.46%	77	67.54%
Male	119	27	22.69%	98	82.35%	101	33	32.67	68	67.33%
Female	22	6.0	27.27%	16	72.73%	13	4	30.77	9	69.23%

Category	2022-23 Current financial year					2021-22 Previous financial year				
	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)
 Workers										
Permanent	830	0	0%	830	100%	747	0	0%	747	100%
Male	827	0	0%	827	100%	745	0	0%	745	100%
Female	3	0	0%	3	100%	2	0	0%	2	100%
Other than permanent	508	112	22.05%	396	77.95%	701	153	21.83%	548	78.17%
Male	482	101	20.95%	381	79.05%	664	137	20.63%	527	79.37%
Female	26	11	42.31%	15	57.69%	37	16	43.24%	21	56.76%

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)* >>	5	1,53,72,139	-	-
 Key Managerial Personnel >>	2	51,57,222.5	-	-
 Employees other than BoD and KMP >>	1,886	4,35,499	200	3,93,424
 Workers >>	827	3,34,924	3	2,81,463

*Executive directors who draw remuneration are covered. Directors who draw sitting fees are not covered in the above table

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

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

Navneet is committed to fostering a positive and professional work environment that respects and upholds basic human rights for all our employees. As part of this commitment, we expressly prohibit all forms violation of human rights.


To ensure adherence to this commitment various human rights aspects are covered in the 'Company's Code of Conduct and Ethics of Employees' and 'Prevention of Sexual Harassment Policy'.

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

Benefits	2022-23 Current financial year			2021-22 Previous financial year		
	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	0	0	0	0
 Discrimination at workplace	0	0	0	0	0	0
 Child labour	0	0	0	0	0	0
 Forced labour/involuntary labour	0	0	0	0	0	0
 Wages	0	0	0	0	0	0

2022-23 Current financial year

2021-22 Previous financial year

Benefits	2022-23 Current financial year			2021-22 Previous financial year		
	Filed during the year	Pending resolution at the end of year	Remarks	Filed during the year	Pending resolution at the end of year	Remarks
 Other human rights-related issues	>> 0	0	0	0	0	0

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





Any aggrieved person may make, in writing, a complaint of sexual harassment at workplace to the committee by hardcopy or through an email to POSH Committee giving details of the sexual harassment meted out to her/him within a period of 3 months from the date of incident and in case of a series of incidents, within a period of 3 months from the date of last incident, which may be extended for a further period of 3 months, if circumstances warrant such extension in the opinion of the Internal Complaints Committee.

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

No

9. Assessments for the year:

% age 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%

**% age of your plants and offices that were assessed
(by entity or statutory authorities or third-parties)**

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 significant issues were found in 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 Megajoules) and energy intensity, in the following format:

Parameter	2022-23 (Current Financial Year)	2021-22 (Previous Financial Year)
Total electricity consumption (A) - in Megajoules	6,33,18,143.88 MJ	5,77,58,310.00 MJ
Total fuel consumption (B) - in Megajoules	1,83,55,618.97 MJ	1,38,69,369.27 MJ
Energy consumption through other sources (C)		
Total energy consumption (A+B+C) - in Megajoules	8,16,73,762.85 MJ	7,16,27,679.27 MJ
Energy intensity per rupee of turnover (Total energy consumption (in Megajoules)/turnover in rupees)	0.0050	0.0068
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

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.

No

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

Parameter	2022-23 (Current financial year)	2021-22 (Previous financial year)
Water withdrawal by source (in kilolitres)		
(i) Surface water	0	0
(ii) Groundwater - in Kiloliters	84,871.00	84,891.00
(iii) Third-party water - in Kiloliters	28,543.00	25,967.00
(iv) Seawater/desalinated water	0	0
(v) Others - in Kiloliters	1,256.00	889.00
Total volume of water withdrawal (in kilolitres) (i + ii + iii + iv + v)	1,14,670.00	1,11,747.00
Total volume of water consumption (in kilolitres)	1,14,118.00	1,11,167.20
Water intensity per rupee of turnover (Water consumed (kiloliters)/ turnover in rupees)	0.000007	0.000010
Water 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

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

-

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

Parameter	Please specify unit	2022-23 (Current financial year)	2021-22 (Previous financial year)
Nox	NA	NA	NA
Sox	NA	NA	NA
Particulate matter (PM)	NA	NA	NA
Persistent organic pollutants (POP)	NA	NA	NA
Volatile organic compounds (VOC)	NA	NA	NA
Hazardous air pollutants (HAP)	NA	NA	NA
Others - please specify	NA	NA	NAw

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

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

Parameter	Unit	2022-23 (Current financial year)	2021-22 (Previous financial year)
Total Scope 1 emissions (Break-up of the GHG into CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, if available)	Metric tonnes of CO2 equivalent	2,656.46	1,090.28
Total Scope 2 emissions (Break-up of the GHG into CO2, CH4, N2O, HFCs, PFCs, SF6, NF3, if available)	Metric tonnes of CO2 equivalent	8,005.58	6,346.39
Total Scope 1 and Scope 2 emissions per rupee of turnover	Metric tonnes of CO2 per rupee of turnover	0.0000006550	0.0000007012
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.

No

* We have offsetted nearly 472.85 TCO2e emissions in 2022-23 and 601.32 TCO2e emissions in 2021-22 through our various GHG offsetting project.

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

Yes,

Navneet has implemented a number of initiatives aimed at reducing greenhouse gas emissions, which include:

Renewable Energy Generation: The Company has installed 724 KWP of solar panels at two of its manufacturing facilities, replacing traditional power consumption with renewable solar energy. This move has resulted in a significant reduction of around 30% in power consumption at both factories combined.

In addition, the Company also installed a wind power capacity of 4.8 MW, generating 7,738,000 units of power annually. By utilising wind and solar power, it is able to significantly reduce its reliance on fossil fuels and cut down on its greenhouse gas emissions.

Solar Heaters in Canteen Operations: Navneet is harnessing the power of the sun not only for its manufacturing needs but also for its everyday operations. Solar heaters are used to heat water and for cooking in the Company's canteens, further emphasising its commitment to sustainable energy use.

Carbon Emission Reduction: The Company's effort to reduce carbon footprint have been recognised by its prime customer in their Gigaton project, earning it the title of 'Giga-guru'. So far, its initiatives have led to a significant reduction of CO2 emissions, with savings of 19,244.2 metric tonnes to date.

By incorporating renewable energy sources and reducing its greenhouse gas emissions, Navneet is actively contributing to the global fight against climate change. The Company remains committed to exploring and implementing more sustainable practices across its operations to further reduce its environmental impact.

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

Parameter	2022-23 (Current financial year)	2021-22 (Previous financial year)
Total waste generated (in metric tonnes)		
Plastic waste (A)	450.879	479.515
E-waste (B)	0.69236	0.59958
Bio-medical waste (C)	0	0
Construction and demolition waste (D)	0	0
Battery waste (E)	0	0
Radioactive waste (F)	0	0
Other hazardous waste. Please specify, if any. (G)	8.38	5.35
Other non-hazardous waste generated (H). Please specify, if any. (Break-up by composition i.e. by materials relevant to the sector)	8516.691	6687.7638
Paper	8277.716	6596.095
Other	238.97	91.67
Total (A+B + C + D + E + F + G + H)	8976.64	7173.23
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	0	0
(ii) Re-used	0	0
(iii) Other recovery operations	8327.716	6596.095
Total	8327.716	6596.095
For each category of waste generated, total waste disposed by nature of disposal method (in metric tonnes)		
Category of waste		
(i) Incineration	0	0
(ii) Landfilling	448.88	22.41
(iii) Other disposal operations	199.674	554.325
Total	648.554	576.735

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

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.

(a) Plastics (including packaging)

Navneet's commitment to sustainability and environmental responsibility is reflected in the various initiatives it has implemented, all of which are designed to adopt the best waste management practices and minimise the use of hazardous chemicals in its products. Here are some key initiatives that we have undertaken:

1. **Disposal of Hazardous Wastes:** recognising the importance of responsible waste management, Navneet ensures that all hazardous materials generated by its operations are properly disposed of. This is done through government-authorized vendors, ensuring strict compliance with regulatory requirements and guaranteeing the safe and responsible handling of hazardous wastes.
2. **Safety Precautions for Solvent-based Ink and PVC-based Adhesive:** Navneet prioritise the safety of its employees and the environment. Accordingly, the Company adheres strictly to safety protocols in the handling, storage, and consumption of solvent-based ink and PVC-based adhesive, taking all necessary precautions to minimise any potential risks associated with these substances.
3. **Reusable Water-based Ink Carboys:** To minimise plastic waste, Navneet has developed a system where water-based ink carboys are lined with polybags. This system allows the Company to return the carboys to the manufacturer for reuse, significantly reducing plastic consumption and its associated environmental impact.
4. **Reusing Wiro Product Packaging Materials:** Navneet actively encourages the return of wiro product packaging materials, such as boxes, rings, and cores, to their manufacturers. These materials are then reused in packaging for future orders, thereby reducing waste and contributing to resource conservation.
5. **Reuse of PET Straps:** Navneet's approach to palletising export orders and internal palletised material moves involves reusing PET straps rather than purchasing new ones. This practice not only minimises waste generation but also reduces the Company's environmental footprint, promoting a circular economy and leading to significant cost savings.
6. **Improved Adhesive Carboy Design:** Navneet has redesigned adhesive carboys to maximise adhesive usage and minimise waste. Transitioning from 50 kg carboys to 5 kg carboys with a wide mouth and liner has allowed the Company to achieve 100% adhesive consumption, eliminating the previous waste of approximately 1 kg of adhesive per carboy.
7. **Reusable Antiskid Grip Sheets:** In Navneet's internal mobility processes for finished goods (FG) and work-in-progress (WIP) items, it now uses reusable antiskid grip sheets. This change eliminates the need for single-use stretch wrap film, contributing to a reduction in plastic waste and promoting more sustainable packaging practices.
8. **Transition to Higher-Micron Plastics:** Navneet has moved away from lower-micron plastics like BOPP, PP bags, and shrink film, opting instead for higher-micron alternatives. This transition is part of the Company's commitment to minimising environmental risks associated with plastic usage and underlines its dedication to reducing its environmental impact.

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:

S. No.	Location of operations/offices	Type of operations	Whether the conditions of environmental approval/clearance are being complied with? (Y/N) If no, the reasons thereof and corrective action taken, if any.
Not Applicable			

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

Name and brief details of project	EIA notification no.	Date	Whether conducted by independent external agency (Yes/No)	Results communicated in public domain (Yes/No)	Relevant web-link
Not Applicable					

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:

S. No.	Specify the law/regulation/guidelines which was not complied with	Provide details of the non-compliance	Any fines/penalties/action taken by regulatory agencies such as pollution control boards or by courts	Corrective action taken, if any
We are compliant to all the environmental laws and regulations 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	2022-23 (Current financial year)	2021-22 (Previous financial year)
From renewable sources		
Total electricity consumption (A) - in Megajoules	2,68,37,039.88 MJ	2,88,38,041.20 MJ
Total fuel consumption (B)		
Energy consumption through other sources (C)		
Total energy consumed from renewable sources (A+B+C)	2,68,37,039.88 MJ	2,88,38,041.20 MJ
From non-renewable sources		
Total electricity consumption (D) - in Megajoules	3,64,81,104.00 MJ	2,89,20,268.80 MJ
Total fuel consumption (E) - in Megajoules	1,83,55,618.97 MJ	1,38,69,369.27 MJ
Energy consumption through other sources (F)		
Total energy consumed from non-renewable sources (D+E+F) - in Megajoules	5,48,36,722.97 MJ	4,27,89,638.07 MJ

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

186 >> **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.** >> **9**

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.

Name of the trade and industry chambers/associations

Reach of trade and industry chambers/associations (State/National)

1

Federation of Indian Export Organisations

>>

National

	Name of the trade and industry chambers/associations	Reach of trade and industry chambers/associations (State/National)
2	The Federation of Educational Publishers in India	National
3	Indian Wind Power Association	National
4	The Federation of Indian Publishers	National
5	CAPEXIL	National
6	Gujarat Chamber of Commerce & Industry	State
7	Paper Merchants Association-Ahmedabad	State
8	Ahmedabad Printing Press Association	State

Name of the trade and industry chambers/associations

Reach of trade and industry chambers/ associations (State/National)

9 Jain International Trade Organisation (JITO)-Ahmedabad Chapter

>>

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.

Name of authority	Brief of the case	Corrective action taken
NA	NA	NA

>> **PRINCIPLE 8**

Businesses should promote inclusive growth and equitable development.

>> **Essential Indicators**

188

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

Name and brief details of project	SIA notification no.	Date of notification	Whether conducted by independent external agency (Yes/No)	Results communicated in public domain (Yes/No)	Relevant web-link
NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA
NA	NA	NA	NA	NA	NA

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

S. No.	Name of project for which R&R is ongoing	State	District	No. of Project Affected Families (PAFs)	% of PAFs covered by R&R	Amounts paid to PAFs in 2022-23 (In INR)
	NA	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA	NA
	NA	NA	NA	NA	NA	NA

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



Navneet values community feedback and offers a dedicated grievance mechanism. The Company provides a grievance e-mail address, grievance@navneet.com, for written complaints and maintains a suggestion/feedback box outside our factory. The Company's CSR team actively collects feedback on its interventions to address community concerns effectively.

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

	2022-23 Current Financial Year	2021-22 Previous Financial Year
Directly sourced from MSMEs/small producers	8.67%	10.58%
Sourced directly from within the district and neighbouring districts	39.62%	39.42%

» Leadership Indicators

1. Details of beneficiaries of CSR Projects:

S. No.	CSR project	No. of persons benefitted from CSR projects	% of beneficiaries from vulnerable and marginalised groups
1	Interventions in education	15,000	100%
2	Health and medical care	5,000	100%
3	Environment, community development, sports	8,000	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.

The Company operates in three main categories: domestic stationery, export stationery (B2B), and publication business within India. prioritise customer satisfaction and has established a robust grievance mechanism to address any concerns or complaints.



Domestic Stationery Business:

- Each product is labelled with a customer care email ID "Stationery@navneet.com" and information about dedicated social media handles.
- Customers can reach out via email or social media for any complaints or grievances.
- Upon receiving a complaint, our dedicated customer relationship cell acknowledges it and assigns it to the relevant teams within the Company.
- The concerned teams ensure a timely resolution of the complaint.
- The progress of complaints is continuously monitored until they are successfully resolved.



Export Stationery Business:

- In the export stationery segment, primarily serving B2B customers, Navneet has dedicated sales teams that interact with customers for feedback and concerns.
- The sales teams actively collect and address any complaints or grievances raised by the customers.
- The assigned teams work closely with the customers to resolve the issues in a satisfactory manner.
- Regular follow-up is conducted to ensure the resolution of complaints.



Publication Business:

- For the Company's publication business, each product features a dedicated customer care number '022 66626300' and an email ID "cbd@navneet.com".
- Customers can contact the provided channels to register any complaints or grievances.
- Upon receiving a complaint, the customer relationship cell promptly assigns it to the appropriate teams within the organisation.
- The concerned teams take the necessary actions to resolve the complaint efficiently.
- The progress of each complaint is tracked and monitored until its successful resolution.

Throughout all categories, Navneet remains committed to addressing customer concerns promptly and efficiently. The Company continuously strives to enhance its products and services based on the feedback received from its valued customers. By maintaining open lines of communication and diligent resolution processes, Navneet aims to ensure customer satisfaction and loyalty.

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	51%
Safe and responsible usage	0%
Recycling and/or safe disposal	0%

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

	2022-23 (Current Financial Year)		Remarks	2021-22 (Previous Financial Year)		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
A	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	35	0	NA	45	0	NA

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

	Number	Reasons for recall
Voluntary recalls	0	-
Forced recalls	0	-

- | | |
|---|---|
| <p>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.</p> | <p>Yes
 https://navneet.com/privacy-policy/</p> |
|---|---|

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.

>> Leadership Indicators

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

<https://navneet.com/rise/>
<https://navneet.com/grafalco/>
<http://youvaworld.com/>
<https://navneet.com/international-business/>
<https://navneet.com/children-book/>
<https://navneet.com/general-book/>
<https://navneet.com/navneet/>
<https://navneet.com/vikas/>