

HPOIL Gas Private Limited
Corporate Social Responsibility (CSR) Policy

I. INTRODUCTION

HPOIL Gas Private Limited (HOGPL) is a joint venture company of Hindustan Petroleum Corporation Limited (HPCL) and OIL India Limited (OIL) received authorisation/ LOI from PNGRB to lay build and operate City Gas Distribution networks in Ambala-Kurukshetra GA, Kolhapur GA and Nagaland GA. HOGPL is supplying Piped Natural Gas (PNG) to domestic, commercial, and Industrial consumers and Compressed Natural Gas (CNG) to automobiles in Ambala-Kurukshetra GA and Kolhapur GA.

The Company's business activities have direct and indirect impact on the society. As its primary objective, the Company strives to integrate its business values and operations in an ethical and transparent manner to demonstrate its commitment to sustainable development and to meet the interests of its stakeholders. HOGPL is a socially responsible organization which wishes to undertake a number of activities which contribute to society and justify its existence as an organization committed to public expectations.

II. CSR VISION STATEMENT

In accordance with the vision of the company, CSR initiatives will supplement its contribution in development of citizens, environment protection, sustainable development of society, citizen and environment and social upliftment through its service, conduct and social initiatives.

III. DUTIES OF BOARD/CSR COMMITTEE (AS APPLICABLE)

- The Board of Directors shall discharge the functions of CSR committee as per provisions of Section 135 (9) of the Companies Act, 2013. The Board shall, however constitute CSR Committee or make changes in its constitution as per requirement of Section 135(5) of the Companies Act, 2013 after the amount to be spent on CSR activities exceeds Rupees Fifty Lakh.
- The Board / CSR Committee (as applicable) shall monitor and review Corporate Social Responsibility Activity of the HOGPL from time to time. The Board / Committee (as applicable) shall formulate an annual action plan in pursuance of its CSR, which shall include the following namely:
 1. List of CSR Projects or Programmes
 2. Areas where CSR projects to be implemented
 3. Manner of execution
 4. Modalities of utilization of funds and implementation schedule for the projects
 5. Monitoring and reporting mechanism for the projects
 6. Details of need and impact Assessment

The Board / CSR Committee may amend after initial approval of annual action plan at any time during the financial year, based on reasonable justification to that effect.

IV. CSR BUDGET & EXPENDITURE

The CSR Expenditure will be undertaken as per the company's policy in consonance with the Section 135 of Companies At 2013 read with the companies (Corporate Social Responsibility) rules, 2014 & Schedule VII of the companies act notified and amended from time to time by the Ministry of Corporate Affairs.

For achieving CSR objectives, HOGPL will spend 2% of Average Net Profit made by the company during the three immediately preceding financial years through implementation of CSR projects or programmes (Net profit to be calculated in accordance with the provisions of Section 198 of Companies Act, 2013).

V. PROJECTS, PROGRAME AND ACTIVITIES

The Company's CSR activities will be in line with activities provided under Schedule VII of the Companies Act 2013 which are listed as below:

1. Eradicating hunger, poverty, and malnutrition, promoting health care including preventive healthcare and sanitation including contribution to the Swach Bharat Kosh set-up by the Central Government for the promotion of sanitation and making available safe drinking water;
2. Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects.
3. Promoting gender equality, empowering women, setting up homes and hostels for women and orphans; setting up old age homes, day care centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups;
4. Ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agroforestry, conservation of natural resources and maintaining quality of soil, air and water including contribution to the Clean Ganga Fund set-up by the Central Government for rejuvenation of river Ganga;
5. Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art; setting up public libraries; promotion and development of traditional art and handicrafts;
6. Measures for the benefit of armed forces veterans, war widows and their dependents, Central Armed Police Forces (CAPF) and Central Para Military Forces (CPMF) veterans, and their dependents including widows;
7. Training to promote rural sports, nationally recognized sports, Paralympic sports, and Olympic sports;
8. Rural development projects;
9. Slum area development.

Explanation: For the purposes of this item, the term 'slum area' shall mean any area declared as such by the Central Government or any State Government or any other competent authority under any law for the time being in force.

10. Disaster management, including relief, rehabilitation, and reconstruction activities.

Contributions to Fund (forming part of Schedule VII)

11. Contribution to the prime minister's national relief fund or Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund (PM CARES Fund)] or any other fund set up by the central govt. for socio economic development and relief and welfare of the schedule caste, tribes, other backward classes, minorities, and women;
12. (a) Contribution to incubators or research and development projects in the field of science, technology, engineering, and medicine, funded by the Central Government or State Government or Public Sector Undertaking or any agency of the Central Government or State Government; and

(b) Contributions to public funded Universities; Indian Institute of Technology (IITs); National Laboratories and autonomous bodies established under Department of Atomic Energy (DAE); Department of Biotechnology (DBT); Department of Science and Technology (DST); Department of Pharmaceuticals; Ministry of Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (AYUSH); Ministry of Electronics and Information Technology and other bodies, namely Defence Research and Development Organization (DRDO); Indian Council of Agricultural Research (ICAR); Indian Council of Medical Research (ICMR) and Council of Scientific and Industrial Research (CSIR), engaged in conducting research in science, technology, engineering and medicine aimed at promoting Sustainable Development Goals (SDGs).

VI. IMPLEMENTATION

CSR programmes will be undertaken to the best possible extent within the ambit of the identified areas approved by the Board. It is desirable that most of the CSR activities are carried out in areas of company's operations. However, in exceptional cases such as natural calamities, HOGPL can do its CSR activities outside the geographical areas.

Under Rule 4(1) of the Companies (Corporate Social Responsibility Policy) Amendment Rules 2022, the Board shall ensure that the CSR activities are undertaken by the company itself or through-

- (a) A company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80 G of the Income Tax Act, 1961 established by the company, either singly or along with any other company, or
- (b) A company established under section 8 of the Act or a registered trust or a registered society, established by the Central Government or State Government; or
- (c) Any entity established under an Act of Parliament or a State legislature; or
- (d) A company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80G of the Income Tax Act, 1961,

and having an established track record of at least three years in undertaking similar activities.

VII. MONITORING AND FEEDBACK

To ensure effective implementation of the CSR programmes to be undertaken, a transparent monitoring mechanism for implementation of the CSR projects or programmes or activities will be put in place which includes the following:

- Site Visits by Board members/ committee members/ concerned person or
- Appropriate documentation with supporting evidence such as photographs, videos etc, to be maintained & informed to CSR committee or
- To publish a booklet on the CSR activities undertaken by the Company on annual basis.

VIII. REPORTING

An Annual Report on CSR containing details about the CSR policy and programmes implemented by HPOIL shall be included in the Board of Directors' Report for every Financial Year, as per the format prescribed under the Rules to Section 135 of Companies Act, 2013.

Composition of Board/ CSR Committee will be included in the Annual Report on CSR and displayed on the HOGPL website.

If for any reason, HPOIL fails to spend 2% of the average net profit of the preceding three Financial Year on CSR, the reasons thereof, shall be furnished in the report of the Board of Directors under Section 134 (3) (o) of the Companies Act, 2013.

(Adopted by the Board of Directors vide Circular Resolution 08/2023-24 dtd. 31.03.2024)