

TATA COFFEE LIMITED

CORPORATE SOCIAL RESPONSIBILITY POLICY

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1. Policy Statement

TATA Coffee Limited (TCL) is among the largest integrated coffee plantation companies in the world, with business activities ranging from growing and curing of coffee and tea to the manufacture and marketing of value-added coffee products. At Tata Coffee, our operations span growing coffee on our own estates, processing the beans, exporting green coffee, manufacturing, and exporting Instant Coffee and retailing coffee with our own branding in the domestic market through its Parent Company – TATA Consumer Products Limited.

TCL is committed to ensuring that its growth be sustainable and significantly enhances the quality of life of the communities in which it operates. TCL strive to achieve excellence in its performance by enhancing stakeholders' value whilst preserving and enhancing the ecological wealth entrusted to it.

TCL's endeavor to contribute to the community through its competencies. The main focus areas are Education, Employability, Environment and Health.

The company established institutions for sustainable community development like "RIHP" (Rural Integrated Health Project) Hospital in Kodagu, Karnataka in 1964, "Coorg Foundation" in Karnataka in 1994, "DARE" (Developmental Activities for Rehabilitative Education) in Tamilnadu, in 1996.

The Company's focus has always been to contribute to the sustainable development of the society and environment with a focus to make our planet a better place for future generations.

2. Objectives

The CSR Policy intends to

- Strive for societal development for under privileged section of the society with special focus Children / Youth and Women in the communities we operate.
- Increase commitment at all levels in the organization, by encouraging employees to participate in the Company's CSR initiatives and give back to society in an organized manner through the employee volunteering programme.

3. Focus Areas

In accordance with the requirements under the Companies Act, 2013, Tata Coffee's CSR initiatives will focus on:

- Education: Enhance quality of education under privileged children.
- Employability : Provide vocational and livelihood enhancement skills especially among children, youth, women including people with disability.
- Environment : Ensure environmental sustainability by protection of flora and fauna, animal welfare, conservation of natural resources and maintaining the quality of soil, air, and water.
- Health : Promote preventive healthcare, sanitation and make available of safe potable water.

The CSR Committee, from time to time, shall have flexibility to evaluate the areas which can be focused upon, based on amendments which may be made by the Regulatory Authorities, in relation to CSR Activities to be undertaken by companies.

4. CSR Initiatives

In accordance with the Companies Act, 2013, TCL has been undertaking the CSR activities, approved by the Board.

Further, Tata Coffee will undertake various CSR Activities, either on its own or in partnership with key stakeholders like government or non-government organization, in line with the framework provided under the Companies Act / Rules made there under.

5. CSR Committee

Composition of the committee :

The CSR Committee of the Board shall be constituted in accordance with the requirements of the Companies Act, 2013 and the Rules made thereunder. The details of the Committee's composition will be hosted on the Company's website from time to time.

The CSR Committee of the Board shall oversee the development and implementation of the companywide CSR program and shall actively guide and mentor for undertaking various CSR initiatives.

Responsibility of the committee :

The responsibilities of the CSR Committee include:

- Formulating and recommending to the Board of Directors, the CSR Policy
- Recommending to the Board of Directors the long-term CSR initiative, CSR annual action plan and resources (including budget) requirements, and
- Monitoring implementation and effectiveness of CSR program
- Such other responsibilities as may be enshrined to it under the Companies Act / Rules made thereunder

6. Identification and Selection of CSR Initiatives/Projects

Location Heads and Corporate CSR function to :

- Identify need of the under privileged communities
- Develop project proposal covering impact on number of lives and resource/budget requirements
- Identify key partners for execution
- Integrate employee volunteering to the funded CSR initiatives

The CSR committee deliberates on the proposals and recommends the consolidated proposals including the annual action plan for Board approval along with budgetary requirements and the modalities of execution and implementation schedule.

The board reviews and approves projects for implementation.

7. Implementation

The Company's CSR function along with location heads are responsible for implementation of the CSR programs.

To ensure that there is focus and effectiveness, the CSR function will endeavor to work on impactful long-term projects.

8. Monitoring and Governance

The Company has a well-defined and robust governance structure to oversee the implementation of the CSR Policy, in compliance with the requirements of Section 135 of the Companies Act, 2013 and the Rules made thereunder.

CSR Committee :

The Corporate Social Responsibility Committee (CSR Committee) of the Board of the Company shall be responsible for monitoring the CSR Policy and implementation of CSR programs as recommended by it and approved by the Board.

Board :

The Board shall review the progress of the CSR projects during mid-year and at the end of the year.

9. Utilization of CSR Funds

The Board of Directors shall satisfy that the funds so disbursed have been utilized for the purposes and in the manner approved by it and the Chief Financial Officer or the person responsible for financial management, shall certify to that effect.

10. On-going Projects

In case of ongoing projects, the Board shall monitor the implementation of the project with reference to the approved timelines and year-wise allocation and shall make modifications, if any, for smooth implementation of the project within the overall permissible time period

11. Policy Guidelines

- All CSR Projects as identified by the Company must be aligned to the requirements of Schedule VII to the Companies Act, 2013, as amended from time to time

- CSR activities should be in project/ programme mode. One-off events such as marathons/ awards/ charitable contribution/ advertisements / sponsorship of TV Programmes etc. will not qualify as part of CSR expenditure.
- CSR activities must not include the activities undertaken in pursuance of normal course of business of the Company
- Programs or activities that benefit only the employees of the Company and their families shall not be considered as CSR.
- Contribution of any amount directly or indirectly to any political party shall not be considered as CSR.

12. Revision in Policy

The Policy shall be reviewed from time to time, based on regulatory or such other requirements, in which case, the revised CSR Policy shall be reviewed and recommended by the CSR Committee and that the same shall be considered and approved by the Board for implementation.

Annual Action Plan 2022-23 on CSR Activities

Sr. No.	Locations	Projects	No. of Projects	No. of Beneficiaries targeted	Budgeted Amount (in Rs.)
1.	Coorg & Hassan	Health, Education, Employability	6	2,250	4,30,000
2.	Annamalai	Education, Health & Employability	5	1,600	4,74,000
3	Theni	Education, Health & Employability	7	5,230	13,13,000
4.	Toopran	Education & Health	4	76,618	8,00,000
5.	Kushalnagar	Education & Health	2	650	3,90,000
6.	Bangalore	Education	1	100	1,25,000
7.	Volunteering	Health, Environment, Education			3,50,000
8.		Coorg: RIHP		20000	1,16,00,000
9.		DARE school for disabled students			22,00,000
		TOTAL			1,76,82,000

Annual Action Plan 2021-22 on CSR Activities

Focus Areas	Education	Employability	Health	Location Summary
Toopran	Soft Skills, confidence building and health checkup for poor students	Elimination of single use plastic by creating community utensils (Steel) bank, (Beneficiaries 35148 p.a.)		No of projects : 2 Lives touch : 36969
Theni	Remedial Coaching classes (English, Math, Science) for class 8/9/10 poor students,		Health Camps, (10 Villages, 4000 people, 10 Water Purifiers in 4 Schools, 2000 Students. Provide supportive equipment's to disabled students (100 students, : wheelchair / hearing aids/ leg & hand braces (polio)	No of projects : 4 Lives touch : 6620
KNW	Support to Govt schools (Books, Sports Kit, School kit, etc.) (300 Students)	Vocational training (up 6 months) partnering with NGOs (selection of course will be based on test) & Short Internship in curing, R&G,	Water Purifiers for Govt School & Govt Hospitals – 3 numbers, Eye and health checkup in tribal villages and	No of projects : 4 Lives touch : 1200

		QA for local students (100 aspiring candidates)	necessary follow-ups (800 Students + Patients)	
Bangalore	STEM (Science, Tech, Engg, Math) Fair for senior students from poor background in Govt schools. (400 students,)		Support to cancer terminal hospital in Bangalore with portion of their healthcare and cleanliness requirements (Cotton ball for patients). (460 patients,)	No of projects : 2 Lives touch : 860
Coorg /Hassan	Improve crafting skills of school children, by using plastic waste. (Volunteers from Tata Coffee along with local Partners) (500 students)	Training in safety & tree climbing for local communities and Internship for local students in various functions (40 aspiring candidates)	Health camp in tribal villages with focus on women menstrual Hygiene, anemic & pregnancy along with RIHP (2000 people) Support The district blood bank by organizing blood donation camps (100 donors, 500 lives,) Existing commitment RIHP: provide quality health care to the local poor community round the clock at an affordable cost. (22900 patients)	No of projects : 5 Lives touch : 25440 (2540+22900)

Anamallais	<p>Sports (Football) for rural students (500 students including 75 girls)</p> <p>2. Spoken English coaching for student in Govt school (2500 students)</p> <p>3. Akshara School (130 students, Bus & building)</p> <p>4. Solar water heater for girl's college hostel (60 student inmates, 1.14 Lac/</p>	<p>Industrial skill training for select member of BPL tribal family through established NGO partner CODISSIA / STRIVE)</p> <p>(10 families/50 people)</p> <p>Existing commitment</p> <p>6. DARE school : Rehabilitative education for children (23 students / families, Rs.22 Lac)</p>	<p>Health camp in tribal villages with focus on women menstrual Hygiene, anemic & pregnancy (500 people)</p>	<p>No of projects : 7</p> <p>Lives touch : 3723 (3700+23)</p>
TCVCL	<p>Building library/ providing books for poor student (in elementary school) in ethnic minorities in Binh Phuoc Province. (250 students)</p>		<p>Providing water filter machine to have a purified water for orphanage houses. Orientation of use of safe drinking water (300 orphans)</p>	<p>No of projects : 2</p> <p>Lives touch : 550</p>
Volunteering	<p>No of locations : 30</p> <p>No of times : 2 times a year (during Tata Volunteering Week in September 2021 & Mar 2022)</p>			<p>No of activities: 100</p> <p>Lives touch : 60000</p>
	<p>Total estimated value of CSR Activities during FY 2021-22</p>			<p>Rs.180.29 Lacs</p>

Amended Annual Action Plan 2021-22 on CSR Activities

Location Impacted Projects /	Project Approved in April 2021	Changes in the Project due to COVID (No change in budgets)	Remarks
Theni - Remedial Coaching classes	Target audience : Students in class 8, 9, 10	6th - 8th STD (As suggested by School administration) In case does not start by Mid Nov 2021 – we may cancel the project	There is a dependency on Govt approvals, the District Education Officer (DEO) is continuously changing its direction based on the school opening in Tamil Nadu. We are continuously in touch with the DEO
Theni - Health Camps & Eye mobile camps	Target 4000	600 in 3 Health Camps	Initially, we planned to conduct it ourselves, however Govt permission was not given, so we are partnering with Rotary Club. 1 camp - completed
Toopran – Soft skills and Spoken English Coaching & Health Check up	Target 1825 for 8th, 9th and 10th (on-line and on-site)	Soft skills and Spoken English Coaching Starting with on-site teaching for 560 students in 8 schools class 6th to 10th (By training the school teachers)	Train the Trainer 1 st session completed DEO and School 2 hours per week for on-site class Yet to get clearance of online class for students (In case not allowed, we will target on-site model for next 2-3 years, which will help Teacher’s capability building as well)
Kushalnagar - Vocational Training & Internship	100 aspiring candidates	Finishing school - 25 hours (Soft skills and Spoken English) – 100 aspiring students in Govt schools	COVID restricted in identifying local youth aspiring for vocational internship.
Anamallais – Football Camps	Sports (Football) for rural students 500 students including 75 girls	Yoga on local TV for students for 30 days, Video communication -1 minute 30 asanas & Live session by teacher in 3 schools and colleges	Since schools are not open, Govt did not give permission for on-site sports. Negotiating with Govt/Schools for football camp at 2 schools (govt rural, poor students) for 25 Girls & 25 Boys from Dec 2021

		covering 500 youths in 20 sessions	
Anamallais – Spoken English coaching for student in Govt school	Target students 2500	Target 1000 (1 college and 3 schools) Training : 20 teachers	Schools have opened and busy to cover their syllabus unable to get more than 2 hours per week
Anamallais – Industrial Training	Aspiring Youths	15 Job Seekers : 5 – In Tea factory on Lathe making 5 – By Tata Strive on Banking services 5 – by Tata Stive on BPO services	Selection process has started for shortlisting applicants. Campaigning to identify interested candidates started through Link workers, Health workers
Bangalore - STEM (Science, Tech, Engg, Math) Fair for senior students from poor background in Govt schools.	350 Students STEM	400 students (underprivileged students from Govt school) Minimum sessions. 4	Shortlisted 2 NGOs for partnership (Swami Vivekanand Youth Movement-SVYM and Khushi Foundation-Kapil Dev's NGO for education in Bangalore) SVYM regretted. Plan to start with Khushi Foundation in Q3