

## MENTOR HOME LOANS INDIA LTD.



खुशियां आपकी साथ हमारा....

# CORPORATE SOCIAL RESPONSIBILITY POLICY

Revision History:	
Effective From	29 <sup>th</sup> March, 2016
1 <sup>st</sup> Amendment	19 <sup>th</sup> August, 2017
2 <sup>nd</sup> Amendment	25 <sup>th</sup> March, 2019
3 <sup>rd</sup> Amendment	05 <sup>th</sup> August, 2020
4 <sup>th</sup> Amendment	03 <sup>rd</sup> September, 2021
5 <sup>th</sup> Amendment	28 <sup>th</sup> December, 2022

**MENTOR HOME LOANS INDIA LTD.**

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## Preamble

According to Section 135 of the Companies Act, 2013 read with the Companies (Corporate Social Responsibility Policy) Rules, 2014 every company having net worth of Rupees Five Hundred Crore or more or turnover of rupees one thousand crore or more or a net profit of rupees five crore or more during the immediately preceding financial year shall constitute a Corporate Social Responsibility Committee of the Board.

In compliance of the above requirements, Mentor Home Loans India Limited (the Company), has constituted Corporate Social Responsibility (CSR) Committee and formulated a Policy.

Further, at the Company, CSR is not viewed as a responsibility but is rather a duty as a responsible corporate citizen. Since inception, the Company has been actively engaged in the area of social and community development.

## CSR Committee

The Board of Directors of the Company shall constitute a committee called the “Corporate Social Responsibility Committee” (“CSR Committee”) in accordance with the provisions of Companies Act, 2013 and rules made thereunder.

The CSR Committee of the Board shall be responsible for:

- To formulate and recommend to the Board, a CSR policy which shall indicate the activities/programs/projects to be undertaken by the Company in areas or subject, specified in schedule VII of the Companies Act, 2013;
- To review and recommend the amount of expenditure to be incurred on the activities referred to in clause (a);
- To monitor the CSR policy/activities of the Company from time to time;
- To oversight the implementation of corporate social responsibility projects/programs/activities;
- To form and delegate authority to any sub-committee or employee(s) of the Company or one or more members of the committee;
- To obtain legal or other independent professional advice/ assistance;
- To review the Company’s disclosure relating to corporate social responsibility matters in accordance with the requirements of the regulatory provisions;

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- Any other responsibility as assigned by the Board from time to time and in accordance with the applicable provisions of the Companies Act and/or directions issued by the NHB
- Any other work and policy, related and incidental to the objectives of the committee as per provisions of the Act and rules made there under;

The CSR Committee may meet at such intervals, in such manner and may carry out matters in such manner and function generally as it deems fit.

The terms of reference of the CSR committee shall be as per the applicable provisions of the Companies Act, 2013, as may be amended from time to time, including such functions as may be entrusted by the Board of Directors from time to time.

### CSR Activities

The Company would endeavor to adopt an integrated approach to address the community, societal, & environmental concerns by taking up projects or programs relating to following activities (Hereinafter referred to as 'Identified Areas'):

- Eradicating hunger, poverty and malnutrition [promoting health care including preventive health care] and sanitation [including contribution to the Swachh Bharat Kosh set-up by the Central Government for the promotion of sanitation] and making available safe drinking water;
- Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects;
- 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;
- 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];
- 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 arts and handicrafts;

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- 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];
- Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports;
- 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;
- 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
- 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 Defense Research and Development Organisation (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).]
- Rural development projects;
- 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
- Disaster management, including relief, rehabilitation and reconstruction activities;
- Such other areas as may be included in Schedule VII of the Companies Act, 2013 from time to time.

The Projects / Programs in the aforementioned Identified Areas would be of a continual nature requiring long-term commitment from the Company for which fixed implementation schedules cannot be specified.

The Projects / Programs may be undertaken by the Implementation Agency or the Company directly provided that such projects / programs are in line with the activities enumerated in Schedule VII of the Companies Act, 2013 as amended from time to time.

### **Area for CSR Activities**

The Company shall ensure that in identifying its CSR Projects, preference shall be given to the local area and areas around which the Company operates. However, this shall not bar the Company from pursuing its CSR objects in other areas.

### **UNDERTAKING CSR ACTIVITIES**

Mentor Home Loans India Limited will undertake CSR activities itself or through the following eligible entities: -

- (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

### **CSR Budget**

For undertaking the CSR activities, the Company will strive to spend in each financial year a minimum of 2% of the average net profits of the Company made during the three immediately preceding financial years. For this purpose, the net profit and average net profit shall be calculated in accordance with the provisions of the section 198 of the Companies Act, 2013 read with the Companies (Corporate Social Responsibility Policy) Rules, 2014 and Schedule VII of the Act, as amended from time to time.

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Budget for expenditure to be incurred on the focused activities to be covered, to achieve the aforesaid goal, would be decided by the CSR Committee from time to time.

The surplus arising out of the CSR activities will not be a part of business profits of the Company and shall be ploughed back into the same project or shall be transferred to the Unspent CSR Account and spent in pursuance of CSR policy and annual action plan of the company or transfer such surplus amount to a Fund specified in Schedule VII, within a period of six months of the expiry of the financial year.

## COMPLIANCE, MONITORING AND REPORTING

### Compliance

CSR Committee will plan, implement, monitor and manage all CSR projects & activities for Mentor Home Loans India Limited and will work closely with the Board of the Directors of the company.

After prioritizing the activity, the Committee shall finalise the detail implementation project/programme specifying the following:

- Activities to be undertaken.
- Budgets proposed.
- Time frame for implementation.
- Responsibilities and authorities for implementation.
- Results expected to be achieved post implementation

### Monitoring Mechanism

1. The monitoring of CSR activities of the Company will be undertaken by the CSR Committee of the Company.
2. The CSR Committee shall discuss the progress of each project undertaken and make any decision with respect to the project which it thinks fit.
3. The Committee may require the Company / Implementation Agency to furnish such additional information or reports as it may require.

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4. The members of the Committee may either on their own and through their delegated representatives make periodic visits to the CSR sites, review meetings and ascertain the progress of the CSR Projects /Programs.
5. The members of the Committee shall also have the right to inspect and audit the books of accounts, records and other documents of the Company / Implementation Agency pertaining to the CSR activities of the Company, either by themselves or through the aid of external agencies.

## REPORTING

The CSR Committee will be responsible for the monitoring CSR activities and report to the Board from time to time

The Board's Report of a company covered under these rules pertaining to any financial year shall include an annual report on CSR containing particulars specified.

A presentation will be made to the Committee which will also include the details of the projects / activities planned for the next year and its respective budgets.

Every company having average CSR obligation of Rs.10 Cr. or more in pursuance of subsection (5) of section 135 of the Act, in the three immediately preceding financial years, shall undertake impact assessment, through an independent agency, of their CSR projects having outlays of 1 crore rupees or more, and which have been completed not less than one year before undertaking the impact study.

The impact assessment reports shall be placed before the Board and shall be annexed to the annual report on CSR.

A Company undertaking impact assessment may book the expenditure towards Corporate Social Responsibility for that financial year, which shall not exceed 5% of the total CSR expenditure for that financial year or fifty lakh rupees, whichever is less

## REVIEW OR AMENDMENT

The committee shall review CSR Policy from time to time and make suitable changes as may be required and submit the same for the approval of the Board.

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## INFORMATION DISSEMINATION

The Board of Directors of the Company shall mandatorily disclose the composition of the CSR Committee, and CSR Policy and Projects approved by the Board on their website for public access.

**Pawan Kumar Goyal**  
Managing Director

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