

GANDHAR OIL REFINERY INDIA LIMITED
CIN: L23200MH1992PLC068905

Corporate Social Responsibility (CSR) Annual Action Plan 2024-25

(Approved by the Board of Directors at its meeting held on 22nd May, 2024)

- a) **The list of CSR projects or programs that are to be approved to be undertaken in areas or subjects specified in Schedule VII of the Act and manner of their execution:**

Sr. No.	Name of the Program/ Fields	Brief Details of the Project	Project Area	Amount Budget	Manner of execution (Direct or through Implementing Agency)	Name of the Implementing Agency (includes)
1	Education	<ul style="list-style-type: none">• Distribution of books and stationery to needy people• Improving literacy amongst children, women and sponsoring education help to needy people	Mumbai (Maharashtra)	40,00,000	Through Implementing Agency	Kamlaben Babulal Charity Trust
2	Healthcare	<ul style="list-style-type: none">• Sponsoring medical treatment of needy patients	Mumbai (Maharashtra)	40,00,000	Through Implementing Agency	Kamlaben Babulal Charity Trust
3	Poverty	<ul style="list-style-type: none">• Providing food to needy and poor people• Sponsoring of lunch / tiffin services to government school/ hospitals	Mumbai (Maharashtra)	20,00,000	Through Implementing Agency	Kamlaben Babulal Charity Trust
4	Healthcare	<ul style="list-style-type: none">• Setting up of Free Dialysis Center for needy and poor people.• Providing Free Consultation and medicines for treatment of regular ailments such as fever, diarrhoea, and diabetes etc.	Mumbai (Maharashtra)	2,00,00,000	Through Implementing Agency	Gandhar Foundation

5	Education and Training Center	<ul style="list-style-type: none"> Setting up of Education and Training Center – at project by Arsha Vidya Mandir 	Vadodara (Gujarat)	25,00,000	Through Implementing Agency	Direct Contribution
6	Animal Welfare	<ul style="list-style-type: none"> Animal Welfare 		72,00,000		Kamlaben Babulal Charity Trust
		Total		3,97,00,000		

b) The modalities of utilization of funds for the projects or programmes:

- The CSR budget will be fixed in accordance with the provisions of the Companies Act, 2013, Rules framed thereunder and the CSR Policy framed by the Company;
- The budget will not be less than 2% of the average net profits of the company during the three immediately preceding financial years;
- The CSR budget will be spent on CSR activities which will be approved by the Board on the recommendation of the CSR Committee;
- For some projects or programmes, the Company gives donation to the implementing agencies for incurring the expenses for fulfilment of the project while for the remaining projects, the Company directly disburses / makes payment to the beneficiaries with the approval of person/(s) authorised for this purpose.
- The funds shall be disbursed in phased manner depending upon the nature of the projects or programmes;
- The CSR Committee with the approval of the Board shall decide the manner of disbursing the funds to the implementing agencies;
- The Company shall collect all the required documents/information from the implementing agencies.

c) Implementation schedules for the projects or programmes:

All the CSR projects shall be implemented as per the scheduled timeline as decided or as in the respective agreement. The duration for CSR Projects/ initiatives will be maximum one year and renewed from time to time on the basis of project performance.

d) Monitoring and Reporting mechanism for the projects or programmes:

- The monitoring mechanism of each project will differ on the basis of the nature of the project;
- All the projects will be monitored and evaluated as per the objectives and deliverables set for respective projects as per Board &

Committee recommendation;

- c. For the purpose of proper monitoring of the CSR projects, each project shall include well-defined timeline and parameters;
- d. The Company shall monitor a project after its completion, by comparing the details of the expenses made on the project with the budget allocated towards that project;
- e. Reports like monthly report/ quarterly report/ half-yearly report/ annual report/closure report, or case studies or progress report etc. will be collected by the CSR team.
- f. In order to track the proper utilization of funds, where applicable, at different intervals of the project, the Company will collect and cross-check financial documents like invoices, bills & receipts, bank statements, etc;
- g. The Company shall satisfy itself that the funds are utilized adequately for the implementation of the projects and programmes by the implementing agencies;
- h. All expenditures made towards the programs shall be diligently documented;
- i. The CSR Committee, shall submit the report to Board giving status of the CSR Activities undertaken, expenditure incurred and such other details as may be required by the Board.
- j. Utilization Certificate with a statement of expenditure duly certified by a Practicing Chartered Accountant/Authorized Auditor will be submitted by the Organization/ Institution to whom CSR fund is allocated.

e) Details of need and impact assessment, if any, for the projects undertaken by the Company; Not Applicable

f) Modification to the annual action plan:

The Board may alter this annual action plan at any time during the financial year as per the recommendation of its CSR committee, based on the reasonable justification to that effect, and in compliance with the provisions of the Companies Act, 2013 and the CSR Policy of Gandhar Oil.