

**DLF LIMITED**  
**Corporate Social Responsibility Policy**

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Policy version : 1

Policy owner : Company Secretary

Recommended by : Corporate Social Responsibility Committee

Approved by : Board of Directors

# DLF LIMITED

## CORPORATE SOCIAL RESPONSIBILITY POLICY

[IN TERMS OF SECTION 135 OF THE COMPANIES ACT, 2013 READ WITH COMPANIES (CORPORATE SOCIAL RESPONSIBILITY POLICY) RULES, 2014]

### 1. INTRODUCTION

DLF Limited (the “**Company**”) has over 60 years of track record of sustained growth, customer satisfaction and innovation. The Company's primary business is development of residential, commercial and retail properties. The Company has a unique business model with earnings arising from development and rentals. Its exposure across businesses, segments and geographies, mitigates any down-cycles in the market.

This CSR Policy (as defined in clause 3(g)) aims to define and establish the Company's Policy framework towards CSR (as defined in clause 3(c)).

### 2. OBJECTIVES

The Company recognizes and is committed towards creating common good for all. The Company shall implement its CSR Activities to integrate economic, environmental and social objectives with its operations and growth for common good. The Company is committed towards making visible and tangible contribution to communities and environment.

The Company shall identify projects/programs/activities both in urban/rural areas that will improve quality of life.

The broad objectives of this CSR Policy is to:

- (i) elucidate and inform to all Stakeholders about the Company's CSR Policy;
- (ii) demonstrate commitment to the common good through responsible business practices and good governance;
- (iii) actively support the country's development agenda to ensure sustainable change;
- (iv) set high standards of quality in the delivery of services in the social sector by creating robust processes and replicable models; and
- (v) engender a sense of empathy and equity among employees of the Company to motivate them to give back to the society.

The CSR Policy shall be implemented in accordance with the provisions of Section 135 of the Act and the Rules. It shall apply to all the CSR Activities undertaken by the Company in India as per Schedule VII of the Act and any amendments or modifications made thereto.

The CSR activities shall not include activities undertaken by the Company in pursuance of the normal course of its business. Further, projects, programs or activities that solely benefit the employees of the Company and their families shall not be considered as CSR Activities under this CSR Policy.

### **3. DEFINITIONS**

Definitions of some of the key terms used in this policy are given below:

- a) **'Act'** means Companies Act, 2013, as amended from time to time.

- b) **'Board'** means board of directors of the Company.
- c) **'Corporate Social Responsibility'** or **'CSR'** means and includes but is not limited to –
  - (i) projects or programs relating to activities specified in Schedule VII to the Act; or
  - (ii) projects or programs relating to activities undertaken by the Board in pursuance of recommendations of the CSR Committee as per the CSR Policy of the Company subject to the condition that the CSR Policy will cover subjects enumerated in Schedule VII of the Act.
- d) **'CSR Committee'** means CSR Committee of the Board.
- e) **'CSR Department'** means the department of the Company which has been specifically designated to assist the CSR Committee with implementation of CSR Activities.
- f) **'CSR Activities'** means projects/programs/activities to be undertaken by the Company in India, pursuant to Section 135 and Schedule VII of the Act read with the Rules.
- g) **'CSR Policy'** means this policy of the Company which relates to the activities to be undertaken by the Company pursuant to Section 135 and Schedule VII to the Act and matters incidental thereto including the expenditure thereon.
- h) **'Net Profit'** means Net Profit as defined in the Rules.
- i) **'Rules'** mean the Companies (Corporate Social Responsibility Policy) Rules, 2014, as amended from time to time.

- j) **‘Stakeholder’** means and includes:
- local community;
  - employees;
  - shareholders;
  - suppliers/vendors/consultants;
  - contractors;
  - service providers;
  - Any other person including workers involved in construction and allied activities of the Company or category of persons, as may be prescribed in the Act and/or by the CSR Committee including society at large.

Words and expressions not defined in this Policy shall have the same meaning as contained in the Act read with the Rules.

#### **4. CSR COMMITTEE**

In compliance with the requirements of Section 135 (1) of the Act, a CSR Committee has been constituted by the Board. The CSR Committee at all times shall comprise a minimum of 3 directors out of which at least 1 director would be an independent director.

Vice Chairman and Group CFO of the Company shall be permanent invitees to the meetings of the CSR Committee. The Committee may invite such other executive(s)/employees of the Company, professionals, experts and outsiders with relevant experience, as it may consider appropriate in its sole discretion, whether on permanent basis or temporarily for one of meetings of the Committee, to advise the Committee on the various CSR Activities being undertaken/to be undertaken by the Company.

The CSR Committee shall institute transparent monitoring mechanism for implementation of the CSR Activities undertaken by the Company.

#### **4.1 TERMS OF REFERENCE OF THE CSR COMMITTEE**

The CSR Committee shall be responsible for—

- (i) Formulate, recommend and modify/alter whenever necessary, Corporate Social Responsibility Policy which shall indicate the projects/programs/activities to be undertaken by the Company, as specified in Schedule VII to the Act;
- (ii) Recommend the amount of expenditure to be incurred on the projects/programs/activities referred to in clause (i) above;
- (iii) Institutionalize transparent monitoring mechanism for ensuring implementation of the CSR projects/programs/activities; and
- (iv) Any other activity(ies)/functions, as may be assigned by the Board.

#### **5. CSR ORGANISATION**

The CSR Activities shall be undertaken/executed/implemented either by the Company itself and/or primarily through DLF Foundation/DLF Qutab Enclave Complex Educational Charitable Trust/DLF Qutab Enclave Complex Medical Charitable Trust or any other trust(s)/registered society established by the Company. The Company may also conduct/implement its CSR Activities through any company established by the Company or its subsidiary(ies), or associate(s) under Section 8 of the Act (erstwhile Section 25 of the Companies Act, 1956) or otherwise. In the event, the Company implements its CSR Activities through any other trust(s), society(ies), company(ies) that is not established by the Company or its subsidiary(ies) or associate(s), such trust(s), society(ies), company(ies) should have an established track record of at least three years in undertaking similar programs or projects and the Company will clearly specify the project or programs

to be undertaken through these entities, the modalities of utilization of funds on such projects and programs and the monitoring and reporting mechanism.

In order to implement the approved CSR Activities, the Company may involve specialized agencies, which could include government/semi-government/autonomous organisations, educational institutions, professional consultancy organisations, registered voluntary organisations, or any other appropriate agency/authorities.

The Company may also collaborate or pool resources with its subsidiaries, or associates or other companies to undertake CSR Activities, provided that the CSR committees of the respective companies are in a position to report separately on such CSR Activities being undertaken in accordance with the Act and the Rules.

## **6. CSR ALLOCATION**

The CSR Allocation for a financial year shall include – (a) at least 2% of the average Net Profits of the Company for the last three financial years; (b) any income arising there from; (c) surplus arising out of CSR Activities; and (d) any contribution specifically received for CSR Activities. Further, it is clarified that any surplus arising out of CSR Activities shall not form part of the business profits.

## **7. CSR BUDGET**

The overall amount to be committed towards CSR will be approved by the Board upon the recommendation of the CSR Committee.

## **8. CSR ACTIVITIES**

The Company will undertake its CSR Activities in the following areas:

1. Cluster development as part of the rural development initiative;
2. Talent nurturing and skill development as part of the promotion of education and employment enhancing vocation initiative;
3. Healthcare to urban slums and villages and other underprivileged persons;
4. Research and development on healthcare;
5. Cleanliness initiatives;
6. Arts and culture related initiatives; and
7. Promotion of sports related initiatives;

The details of each of the CSR activities/ programs undertaken have been set out in Annexure -I.

The CSR Committee will be entitled to include other projects/ programs/ activities or any social development initiative as may be approved by the CSR Committee/Board which is in consonance with the Act read with Schedule VII.

The Company shall give preference to the local area and areas around it where it operates, for undertaking/implementing/executing/collaborating for CSR Activities.

## **9. IMPLEMENTATION OF CSR ACTIVITIES**

The CSR Activities identified by the CSR Committee and approved by the Board shall be implemented in a project mode through the CSR Department which will entail charting the stages of execution through planned processes, measurable targets, mobilization and allocation of budgets and prescribed timelines. It also involves assigning of responsibility and accountability. Suitable documents / agreements shall be entered into with the implementing agencies for the purposes of implementation



of the projects. The conditions of grant of amounts for all CSR Activities and the break-up of the allocations shall be set out and evaluated from time to time.

## **10. MONITORING MECHANISM**

The CSR Committee will ensure a transparent monitoring mechanism for ensuring effective implementation of the CSR Activities proposed to be undertaken by the Company.

The details of various components of monitoring mechanism for the projects are given in Annexure II.

The CSR Committee will ensure that the CSR Activities are undertaken in compliance with this CSR Policy and in a project or program mode with clearly defined project deliverables, implementation schedules, processes and budgets as mentioned above.

The CSR Committee will monitor the programs and projects to ensure that they are being carried out in compliance with this CSR Policy and the Act and in accordance with the approved budget.

## **11. ROLE OF THE CSR DEPARTMENT**

The CSR Department, under the overall supervision and control of the CSR Committee, shall be responsible for:

- (i) Determining the modalities of execution including targets and timelines in consultation with the CSR Committee;
- (ii) Ensuring that implementation of all CSR Activities is being carried on in accordance with the above;

- (iii) Supervising the implementation of the CSR Activities and ensuring that the CSR Activities are undertaken in compliance with this CSR Policy with clearly defined project deliverables, implementation schedules, processes and budgets;
- (iv) Undertaking impact assessment of all CSR Activities;
- (v) Maintaining documents and accounts pertaining to all CSR Activities of the Company;
- (vi) Keep the CSR Committee updated on Implementation progress of CSR programs; and
- (vii) Assisting the CSR Committee in monitoring of CSR projects and preparation of the annual report on CSR.

## **12. CAPACITY BUILDING**

The Company may build CSR capacities by providing suitable training to their own personnel as well as those of implementing agencies through institutions with established track record of at least three financial years. However, such expenditure including expenditure on administration overheads shall not exceed 5% of the total CSR expenditure of the Company in one financial year.

## **13. DISCLOSURES**

The CSR Committee with assistance from the CSR Department shall prepare an annual report on CSR, in the format prescribed under the Act and the Rules and such report shall be included in the Board's report annexed to the financial statements. The report shall be signed by the Chairman of the CSR Committee, the Managing Director/CEO/Director of the Company and such other person as may be prescribed.

The Company shall host the contents of the CSR Policy on its website in such manner as may be prescribed.

#### **14. RESPONSIBILITY STATEMENT**

A responsibility statement shall be issued by the CSR Committee that the implementation and monitoring of CSR Policy is in compliance with CSR objectives and policy of the Company, at the end of each financial year.

#### **15. AMENDMENTS**

The CSR Committee is empowered to recommend amendments or modifications to the CSR Policy and such changes shall be placed before the Board for approval.

Where the CSR Policy is in variance with the requirements of the Act and/or the Rules, the provision of the Act and/or the Rules shall prevail.

#### **16. GENERAL**

In case of any doubt with regard to any provision of the CSR Policy and also in respect of matters not covered herein, a reference to be made to the CSR Committee or to the Chairman of the CSR Committee. In all such matters, the interpretation and decision of the Chairman of the CSR Committee shall be final.

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## **AREAS OF CSR INTERVENTION**

Enumerated below are the areas where the Company will implement its CSR Activities. This will be reviewed from time to time by the CSR Committee of the Board and specific initiatives under these will be undertaken in line with the CSR Policy to meet the overall objectives of these interventions. The deliverables and monitoring mechanism and implementation schedule for each project is attached as Annexure II.

- 1. Cluster Development Program:** The Cluster Development Program aims to make the quality of life of the rural population better by empowering the communities. A cluster is a set of 4-5 villages with integrated and concentrated development interventions. The approach of the program is to act as a catalyst and build community awareness about rights and entitlements while also providing services which were expressed as the needs by the communities. The program looks at holistic development of the population with projects on health, education, rural development, sanitation and environment.
- 2. Urban Underprivileged Development Program:** The program entails providing healthcare and education facilities to the underprivileged population in urban slums and villages. This shall include running of primary healthcare clinic, mobile medical clinics, providing life care facilities during disasters, drinking water facilities, integrated school development and hunger alleviation through providing mid-day meals and operating food bank.
- 3. Talent Nurturing Program:** The Company believes in handholding poor meritorious children for ensuring that they receive quality education. The

Talent Nurturing Program offers scholarship to the meritorious poor at the school, graduate and post-graduate levels. The school scholarships enable marginalized meritorious children studying in government schools to make the shift to access quality education in selected private English medium schools starting at grade VI, the aim being to attain excellence both in academic and non-academic areas. Like the school scholarship, the company also provides scholarships to the meritorious poor, at the graduate and post graduate levels. The scholarships cover a large number of disciplines including medicine, engineering, IT, management, Fine Arts and Sports. The Student Guidance Centre established at DLF Foundation provides need based and individualised coaching, guidance and mentoring services for nurturing talents of all our scholars.

- 4. Skill Development Program:** The Company believes that training and employment is the key for India's development. The Company believes in empowering underprivileged and marginalized youth by providing them with the much needed market driven skill sets for productive employment. The company accordingly has started a program to establish employment linked skill training centres across the country for providing job linked training to unemployed and underemployed youth coming from low economic backgrounds. The aim of the DLF Skills Program is to train and employ one million youth over a ten year period. The Skill Training Centres are established on a partnership model with various leading skill training organisations and skill providers. The placement record for training and employment is closely monitored under the program. DLF Training Centers offer both short-term and long term courses in a number of trades like Hospitality, Retail, Construction, IT Enabled Services, Customer Relations, Beauty and Hair care, Electronics and Spoken English, all of which have high employment potential. The specially designed curriculum includes practical training, theoretical concepts and life skills model which guides

the youth in mapping their career graph and assisting them in setting short to medium term goals for themselves.

5. **Swachh Haryana Program:** The program entails taking up solid waste management initiatives, construction of toilets and rainwater harvesting structures across various locations of Gurgaon city and the surrounding rural and urban villages.
  
6. **Swachh Okhla Program:** The program entails plantation and maintenance, cleanliness activities and social mobilization in Okhla, New Delhi.

Sl. No.	Program Name	Project Name	Project Details & Major Deliverables	Implementation Schedule				Monitoring and Reporting Mechanism
				Q1	Q2	Q3	Q4	
1	<b>CLUSTER DEVELOPMENT PROGRAM</b>	Aarogyam: Running of PHCs and preventive healthcare across various locations	1.24x7 access to healthcare through operations of 6 clinics, multi-speciality clinics and telemedicine	X	X	X	X	<ul style="list-style-type: none"> <li>• Impact assessment study</li> <li>• Mid term evaluation report</li> <li>• Activity &amp; Monitoring Reports</li> <li>• Patient Register</li> </ul>
			2. Preventive healthcare through fumigation, awareness campaigns on malnutrition, anemia and general well-being.		X	X	X	
2		Sarvajal: Potable drinking water program	1. Sensitization activities on water conservation.		X	X	X	<ul style="list-style-type: none"> <li>• Impact Assessment study</li> <li>• Mid term evaluation report</li> <li>• User fee collection Record</li> <li>• TDS monitoring record</li> </ul>
			2.Setting up water ATMs in the cluster villages			X	X	
			3. Transfer of operations to the community on self-sustainable model				X	
3		Vector borne disease control Program	1. Partnering with various stakeholders for awareness generation			X		<ul style="list-style-type: none"> <li>• Activity &amp; Monitoring Reports</li> <li>•Testimonials</li> </ul>
			2. Development and dissemination of awareness materials to the communities and other corporates, NGOs etc.				X	
4		Cancer Awareness Program	1. Awareness Campaigns on cancer		X	X	X	<ul style="list-style-type: none"> <li>• Impact Assessment study</li> <li>• Mid term evaluation report</li> <li>• Activity &amp; Monitoring Reports</li> </ul>
			2. Primary screening for cervical and breast cancer in women		X	X	X	
5	Women led sanitary napkins enterprise	1. Setting up a self-sustainable micro-enterprise for women				X	<ul style="list-style-type: none"> <li>• Activity &amp; Monitoring Reports</li> <li>• Sales and Revenue Generation Record</li> </ul>	
		2. Transfer of the unit to women SHG on a self-sustainable bs				X		
6	Rural Information Centre	1. Operations of Rural Information Center by providing information on govt. schemes and other facilities	X	X	X	X	<ul style="list-style-type: none"> <li>• Impact Assessment study</li> <li>• Mid term evaluation report</li> <li>• Activity &amp; Monitoring Reports</li> <li>• Visitor Monitoring System Record</li> </ul>	
		2. Conduct outreach awareness camps in the community through focused issues like malnutrition, maternal health etc.	X	X	X	X		
7	Rural Learning Excellence Centres	1. Deployment of trained teachers in govt. primary schools	X	X	X	X	<ul style="list-style-type: none"> <li>• Impact Assessment study</li> <li>• Mid term evaluation report</li> <li>• Activity &amp; Monitoring Reports</li> </ul>	
		2. Taking classes through activity based learning modules to bring the children upto class appropriate learning level	X	X	X	X		
8	Integrated school development program in 5 high schools	1. Creating Child friendly, stimulating, inclusive and disaster prepared school infrastructure in 5 govt. high schools				X	<ul style="list-style-type: none"> <li>• Midline assessment reports</li> <li>• Activity &amp; Monitoring Reports</li> <li>• Meeting minutes and sex segregated data on enrollment, learning levels Action Plan of the SMC and children clubs</li> </ul>	
		2. Capacity building of teachers				X		
		3. Organizing science mela, sharing sessions etc. to inculcate joyful learning				X		
9	Operating three creche for toddlers	1. Running creche for toddlers with age appropriate learning and nutrition support	X	X	X	X	<ul style="list-style-type: none"> <li>• Impact Assessment study</li> <li>• Mid term evaluation report</li> <li>• Activity &amp; Monitoring Reports</li> </ul>	

Sl. No.	Program Name	Project Name	Project Details & Major Deliverables	Implementation Schedule				Monitoring and Reporting Mechanism
				Q1	Q2	Q3	Q4	
10	<b>URBAN UNDERPRIVILEGED DEVELOPMENT PROGRAM</b>	Operating three slum learning centers	1. Running of three slum learning centers	X	X	X	X	<ul style="list-style-type: none"> <li>Midline assessment reports</li> <li>Activity &amp; Monitoring Reports</li> </ul>
11		Swasthya: Running of PHCs and preventive healthcare across urban villages for the underprivileged	1.24x7 access to healthcare through operations of 6 clinics, multi-speciality clinics and telemedicine	X	X	X	X	<ul style="list-style-type: none"> <li>Impact assessment study</li> <li>Mid term evaluation report</li> <li>Activity &amp; Monitoring Reports</li> <li>Medicine Stock Register</li> </ul>
			2. Preventive healthcare through fumigation, awareness campaigns on malnutrition, anemia and general well-being.		X	X	X	
12		Mobile medicare Project	1. Operations of 4 medical units in rural and urban villages 2. Information dissemination on "wellness" and "healthy living"		X	X	X	<ul style="list-style-type: none"> <li>Impact and Mid Term Assessment studies</li> <li>Medical record books</li> </ul>
					X	X	X	
13	Sarvajal: Potable drinking water program	1. Sensitization activities on water conservation. 2. Setting up water purification units in schools / villages		X	X	X	<ul style="list-style-type: none"> <li>Impact Assessment study</li> <li>Mid term evaluation report</li> <li>TDS monitoring record</li> </ul>	
						X		X
14	<b>TALENT NURTURING PROGRAM</b>	Nurturing Talent: school and professional category	1. Providing scholarships under school as well as professional category to meritorious underprivileged children	X	X	X	X	<ul style="list-style-type: none"> <li>MIS on performance of each child</li> <li>Progress report of students under professional category</li> <li>Monthly review with schools, parents and teachers</li> </ul>
			2. Counseling of children, parents and teachers	X	X	X	X	
			3. Ensuring continuous education in private schools	X	X	X	X	
15		Repair of school buildings in urban villages	1. Repairing school infrastructure in various urban schools			X	X	<ul style="list-style-type: none"> <li>Progress Reports</li> </ul>
16	<b>SKILL DEVELOPMENT PROGRAM</b>	Skill development program	1. Setting up 15 new skill centers	X	X	X	X	<ul style="list-style-type: none"> <li>MIS</li> <li>Placement Records</li> <li>Field visits and photographic Evidences</li> <li>Post placement verification (telephonic)</li> </ul>
			2. Provide employment linked, market-oriented short duration vocational training to marginalised youths.	X	X	X	X	
17	<b>SWACCH HARYANA PROGRAM</b>	Toilets for public and school children	•Setting up pre-casted toilets at the selected locations and in rural / urban schools				X	<ul style="list-style-type: none"> <li>Photographic Evidences</li> <li>Monthly progress reports</li> </ul>
18		Urban Solid Waste Management Program	1. Providing infrastructure support like tractor-trolley, cycle rickshaws, dustbins and manpower to the community to augment the existing waste management program			X	X	<ul style="list-style-type: none"> <li>Photographic Evidences</li> <li>Monthly progress reports</li> </ul>
19		Rainwater Harvesting Program	•Setting up 40 rainwater harvesting units			X	X	<ul style="list-style-type: none"> <li>Monthly progress reports</li> </ul>