



TTK HEALTHCARE LIMITED

Regd. Office: No.6, Cathedral Road, Chennai 600 086

CIN: L24231TN1958PLC003647 | Website: www.ttkhealthcare.com

POLICY ON BUSINESS RESPONSIBILITY AND SUSTAINABILITY REPORT (BRSR)

[Effective from 1st April, 2022]



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BUSINESS RESPONSIBILITY & SUSTAINABILITY REPORT (BRSR) POLICY

[Pursuant to Regulation 34(2)(f) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

INTRODUCTION

SEBI had, vide Circular No. CIR/CFD/CMD/10/2015 dated November 04, 2015, prescribed the format for the Business Responsibility Report (BRR) in respect of reporting on ESG (Environment, Social and Governance) parameters by listed entities.

In terms of amendment to Regulation 34(2)(f) of LODR Regulations vide Gazette notification no. SEBI/LAD-NRO/GN/2021/22 dated May 05, 2021, SEBI decided to introduce new reporting requirements on ESG parameters called the Business Responsibility and Sustainability Report (BRSR), replacing the BRR.

Accordingly, on 10th May, 2021, vide Circular Ref. SEBI/HO/CFD/CMD-2/P/CIR/2021/562, SEBI notified the format of the BRSR and the guidance note.

Further, in terms of the aforesaid amendment, with effect from the financial year 2022-2023, filing of BRSR was made mandatory SEBI for the top 1000 listed companies (by market capitalization).

SCOPE AND PURPOSE

TTK HEALTHCARE LIMITED (the “Company”) being one of the top one thousand listed companies, as per the criteria mentioned above, has adopted this Business Responsibility & Sustainability Reporting Policy (the “Policy”).

This Policy is based on the principles and core elements laid down in the National Voluntary Guidelines on Social, Environmental and Economic responsibilities of a Business released by the Ministry of Corporate Affairs, towards conducting business by a Company.

This Policy affirms the Company’s commitment to follow the principles laid down in the above said guidelines.

APPLICABILITY

This Policy applies to all the Directors and Employees of the Company across all its functions, operations, and plants.

This Policy shall be effective from April 01, 2022.

RESPONSIBILITY

1. The policy shall be appropriately communicated within the Company across all levels and shall be displayed on the website of the Company.
2. Shri. S. KALYANARAMAN, Wholetime Director & Secretary of the Company is responsible for implementation of the Policy. He is also the Business Responsibility and Sustainability Reporting (BRSR) Head.
3. This Policy may be reviewed and amended from time to time by the Wholetime Director & Secretary of the Company in line with changes in the regulatory requirements as well as changes in the Company policies.
4. Compliance with the Policy shall be monitored and evaluated by the Company on a periodical basis.
5. Any grievances/ complaints with respect to violation of the policy shall be reported to the BRSR Head.

PRINCIPLE-1: BUSINESSES SHOULD CONDUCT AND GOVERN THEMSELVES WITH ETHICS, TRANSPARENCY AND ACCOUNTABILITY.

Scope:

This is applicable to all the Business Divisions of the Company and its business associates, customers suppliers, contractors, NGOs and other entities which are directly dealing with the Company either in the business operations or in its CSR activities.

Policy:

1. The Company shall develop governance structures, procedures and practices that ensure ethical conduct at all levels; and promote the adoption of this principle across its value chain.
2. The Company shall communicate and assure access to information about its decisions that impact relevant stakeholders.
3. The Company shall not engage in practices that are abusive, corrupt, or anti-competitive.
4. The Company shall truthfully discharge its responsibility on making financial and other mandatory disclosures timely.
5. Every employee of the Company shall abide by the values and the commitment to ethical business practices reflected in the Company's Code of Conduct and HR Policies.
6. The Company shall ensure that genuine concerns of misconduct / unlawful conduct can be reported in a responsible and confidential manner through its Vigil Mechanism.
7. The Company shall encourage its business partners and third parties with whom it conducts business to abide by this policy.

Measurement of Ethical behaviour:

The Company believe that the ethical behaviour of the Company is predicted by the ethical behaviour of its promoters, directors, managers and employees towards its stakeholders i.e. investors, creditors, distributors, customers, employees, the governments and society at large. The measurement of ethical behaviour revolves around following:

- (i) Fairness to all stakeholders.
- (ii) Transparency in all business dealings.
- (iii) Raising that trust and confidence of stakeholders in the way the Company operates.
- (iv) Understanding and discharging societal responsibility.
- (v) Long term thinking.
- (vi) Overcoming from greed, insecurity and lack of confidence.
- (vii) Following every law of the land even when the law enforcers may not be able to detect the violation.

General obligations:

The Company expects its all stakeholders to-

- (i) Contribute to society and human well-being.
- (ii) Avoid harms to others.
- (iii) Be honest and trustworthy.
- (iv) Be fair and take action without discrimination.
- (v) Practice integrity in inter-personal relationships.
- (vi) Honour confidentiality.

Specific Professional Responsibilities: the Company expects from its all stakeholders to

- (i) Live the Company's values - each day.
- (ii) Take the ownership as per their respective responsibilities and have the passion for winning.
- (iii) Ensure people development and acquire & maintain professional competence.
- (iv) Consumer focus.
- (v) Teamwork.
- (vi) Innovation.
- (vii) Integrity.
- (viii) Strive to achieve the highest quality, effectiveness and dignity in both the processes and products of professional work.
- (ix) Know and respect existing laws.
- (x) Deal with media tactfully.
- (xi) Be upright and avoid undue inducements.
- (xii) Observe corporate discipline.
- (xiii) Conduct yourself in a manner that reflects credit to the Company.
- (xiv) Be accountable to Company's stakeholders.
- (xv) Identify, mitigate and manage business risks.
- (xvi) Protect Company's properties.

PRINCIPLE-2: BUSINESSES SHOULD PROVIDE GOODS AND SERVICES THAT ARE SAFE AND CONTRIBUTE TO SUSTAINABILITY THROUGHOUT THEIR LIFE CYCLE.

Scope:

This is applicable to all the Business Divisions of the Company and its business associates, customers, suppliers, contractors, NGOs and other entities which are directly dealing with the company either in the business operations or in its CSR activities.

Policy:

1. The Company shall assure safety and optimal resource use over the life cycle of the product – from design to disposal – and ensure that everyone connected with it - designers, producers, value chain members, customers and recyclers are aware of their responsibilities.
2. The Company shall raise the consumer's awareness of their rights through education, product labelling, appropriate and helpful marketing communication, full details of contents and composition and promotion of safe usage and disposal of their products and services.
3. In designing the product, the Company shall ensure that the manufacturing processes and technologies required to produce it are resource efficient and sustainable.
4. The Company shall work towards ensuring that all goods and services are procured, manufactured and delivered embedding the principles of labour practices, human rights, ethics, occupational health, safety and environment as defined in the Company's policies namely:
 - Code of Conduct
 - Policy on Human Resources Management (HRM)
 - CSR Policy
 - Policy on Safety, Health and Environment

5. The Company shall regularly review and improve upon the process of new technology development, deployment and commercialization, incorporating social, ethical, and environmental considerations.
6. The Company shall recognize and respect the rights of people who may be owners of traditional knowledge, and other forms of intellectual property, wherever relevant.
7. The Company shall recognize that over-consumption results in unsustainable exploitation of our planet's resources, and shall therefore promote sustainable consumption, including recycling of resources.
8. The Company shall work towards sourcing significant raw materials, products and services in a manner to continuously improve the balance between social, economic and environmental impacts.
9. The Company shall continue to progressively factor in relevant social and environmental considerations during the process of development of products / services.
10. The Company shall work towards safe and optimal resource use over the lifecycle of its products and services, including recycling of resources wherever possible.
11. The Company shall work with supply chain members that comply with applicable laws and regulations related to labour practices, human rights, bribery & corruption, occupational health, safety and environment.
12. The Company shall encourage resource efficiency in the supply chain and shall guide supply chain members towards becoming more sustainable.
13. The Company shall encourage its business partners and third parties with whom it conducts business to abide by this policy.

Fundamental Principle of Sustainable Development:

The Company endeavours to adhere to the following principles on sustainable development laid by United Nations Conference on Environment and Development ("**UNCED**"), as a good corporate citizen during its business operations.

- (a) **Principle of Inter-generational Equity:** The Company endeavours to protect the natural resources for future generation.
- (b) **Principle of Sustainable Use:** The Company endeavours to use the natural resources in a prudent manner without or with minimum tolerable impact on nature.
- (c) **Principle of equitable use Inter-generational Equity:** The Company endeavours to use the natural resources but at the same time would take into account its impact on other stakeholders.
- (d) **Principle of Integration:** The Company would take all possible actions, while using the natural resources, to take care of environmental aspects and impact of socio-economic activities in such a manner that prudent use of natural resources is ensured.

The Company believe that environmental protection does not preclude economic development and that economic development must be ecologically viable now and in the long run. Therefore, it is the firm belief of the Company that sustainability encompasses ideas and values that inspire people to become custodian of the environment without compromising economic growth.

As a good corporate citizen, the Company endeavours to focus on the following:

- (a) Absolute value creation for the society.
- (b) Ethical corporate practices.
- (c) Worth of Earth through environmental Protection.
- (d) Equitable business practices.

- (e) Corporate Social Responsibility.
- (f) Innovation of new technology / process / system to achieve eco-efficiency.
- (g) Creating market for all.
- (h) Switching over from stakeholders Dialogue to holistic Partnership.
- (i) Compliance of applicable laws.

PRINCIPLE-3: BUSINESSES SHOULD PROMOTE THE WELLBEING OF ALL EMPLOYEES

Scope:

This is applicable to all the Business Divisions of the Company.

Policy:

1. The Company shall respect the right to freedom of association, participation, collective bargaining, and provide access to appropriate grievance redressal mechanisms.
2. The Company shall provide and maintain equal opportunities at the time of recruitment as well as during employment irrespective of caste, creed, gender, race, religion, disability or sexual orientation.
3. The Company shall not use child labour, forced labour or any form of involuntary labour, paid or unpaid. Further, the Company shall ensure that no person below the age of eighteen years is employed in the workplace.
4. The Company shall take cognizance of the work-life balance of its employees especially that of women.
5. The Company is committed to provide facilities for the wellbeing of its employees including those with special needs.
6. The Company shall ensure timely payment of fair living wages to meet basic needs and economic security of the employees.
7. The Company shall provide a workplace environment that is safe, hygienic humane, and which upholds the dignity of the employees. The Company shall communicate this provision to the employees and train them on a regular basis.
8. The Company shall ensure continuous skill and competence upgrading of all employees by providing access to necessary learning opportunities, on an equal and non-discriminatory basis.
9. The Company shall promote employee morale and career development through enlightened human resource interventions.
10. The Company shall create systems and practices to ensure a harassment free workplace where employees feel safe and secure in discharging their responsibilities.

PRINCIPLE-4: BUSINESSES SHOULD RESPECT THE INTERESTS OF, AND BE RESPONSIVE TOWARDS ALL STAKEHOLDERS, ESPECIALLY THOSE WHO ARE DISADVANTAGED, VULNERABLE AND MARGINALIZED.

Scope:

This is applicable to all the Business Divisions of the Company.

Policy:

1. The Company shall systematically identify their stakeholders, understand their concerns, define purpose, and scope of engagement, and commit to engaging with them.

2. The Company shall acknowledge, assume responsibility and be transparent about the impact of their policies, decisions, product & services, and associated operations on the stakeholders.
3. The Company shall give special attention to stakeholders in areas that are underdeveloped.
4. The Company shall resolve differences with stakeholders in a just, fair, and equitable manner.

PRINCIPLE-5: BUSINESSES SHOULD RESPECT AND PROMOTE HUMAN RIGHTS

Scope:

This is applicable to all the Business Divisions of the Company.

Policy:

1. The Company shall understand the human rights content of the Constitution of India, national laws and policies and the content of International Bill of Human Rights. The Company shall appreciate that human rights are inherent, universal, indivisible, and interdependent in nature.
2. The Company shall integrate respect for human rights in management systems, in particular through assessing and managing human rights impacts of operations, and ensuring all individuals impacted by the business have access to grievance mechanisms.
3. The Company shall recognize and respect the human rights of all relevant stakeholders and groups within and beyond the workplace, including that of communities, consumers, and vulnerable and marginalized groups.
4. The Company shall, within their sphere of influence, promote the awareness and realization of human rights across their value chain.
5. The Company shall encourage its business partners and third parties with whom it conducts business to abide by this policy and shall not be complicit with human rights abuses by a third party.

PRINCIPLE-6: BUSINESS SHOULD RESPECT, PROTECT, AND MAKE EFFORTS TO RESTORE THE ENVIRONMENT

Scope:

This is applicable to all the business divisions of the Company and its business associates, customers, suppliers, contractors, NGO and other entities which are directly dealing with the company either in the business operations or in its CSR activities.

Policy:

1. The Company shall utilize natural and manmade resources in an optimal and responsible manner and ensure the sustainability of resources by reducing, reusing, recycling and managing waste.
2. The Company shall take measures to check and prevent pollution. The Company shall assess the environmental damage and bear the cost of pollution abatement with due regard to public interest.
3. The Company shall ensure that benefits arising out of access and commercialization of biological and other natural resources and associated traditional knowledge are shared equitably.
4. The Company shall continuously seek to improve their environmental performance by adopting cleaner production methods, promoting use of energy efficient and environment friendly technologies and use of renewable energy.

5. The Company shall develop Environment Management Systems and contingency plans and processes that shall help it in preventing, mitigating, and controlling environmental damages and disasters, which may be caused due to its operations.
6. The Company shall strive to report its environmental performance, including the assessment of potential environmental risks associated with their operations, to the stakeholders in a fair and transparent manner.
7. The Company shall proactively persuade and support its value chain to adopt these principles.

PRINCIPLE-7: BUSINESSES, WHEN ENGAGED IN INFLUENCING PUBLIC AND REGULATORY POLICY, SHOULD DO SO IN A RESPONSIBLE MANNER.

Scope:

This is applicable to all the Business Divisions of the Company.

Policy:

1. The Company, while pursuing policy advocacy, shall ensure that their advocacy positions are consistent with the Principles and Core elements contained in this Policy.
2. To the extent possible, the Company should utilize the Trade and Industry Chambers and Associations and other such collective platforms to undertake such policy advocacy.
3. The Company shall ensure that policy advocacy is conducted ethically.

PRINCIPLE-8: BUSINESSES SHOULD SUPPORT INCLUSIVE GROWTH AND EQUITABLE DEVELOPMENT

Scope:

This is applicable to all the Business Divisions of the Company.

Policy:

1. The Company shall endeavour to take appropriate actions for understanding the impact on social and economic development and respond through appropriate action to minimise the negative impacts.
2. The Company shall innovate and invest in products, technologies and processes that promote the wellbeing of society.
3. The Company shall make efforts to complement and support the development priorities at local and national levels and assure appropriate resettlement and rehabilitation of communities who have been displaced owing to their business operations.
4. The Company shall be sensitive to local concerns.
5. The Company shall undertake its CSR activities as per the recommendation of the CSR Committee and in accordance with CSR policy. Further, the Company shall ensure that the CSR policy be updated, in line with the requirement of Section 135 read with Schedule VII of the Companies Act, 2013 and the Rules made thereunder.

PRINCIPLE-9: BUSINESSES SHOULD ENGAGE WITH AND PROVIDE VALUE TO THEIR CUSTOMERS AND CONSUMERS IN A RESPONSIBLE MANNER

Scope:

This is applicable to all the Business Divisions of the Company.

Policy:

1. The Company, while serving the needs of its customers, should take into account the overall well-being of the customers and that of society.
2. The Company shall ensure that they do not restrict the freedom of choice and free competition in any manner while designing, promoting, and selling its products.
3. The Company shall disclose all information truthfully and factually, through labelling and other means, including the risks to the individual, to society and to the planet from the use of the products, so that the customers can exercise their freedom to consume in a responsible manner.
4. The Company shall educate their customers on the safe and responsible usage of its products and services.
5. The Company shall promote and advertise its products in ways that do not mislead or confuse the consumers or violate any of the principles in this Policy.
6. The Company shall exercise due care and caution while providing goods and services that result in over exploitation of natural resources or lead to excessive conspicuous consumption.
7. The Company shall provide adequate grievance handling mechanisms to address customer concerns and feedback.

Implementation:

1. The policy shall be appropriately communicated within the Company across all levels and shall be displayed on the Company's Website.
2. The Executive Chairman, through the Functional Heads of the Departments/ Unit Heads of the Company shall be responsible for ensuring that the policy is implemented throughout the Company.
3. Compliance with the Policy shall be monitored and evaluated by the Functional Heads of the Departments/ Unit and they shall submit their report to the Company Secretary on a regular basis.
4. Any grievances / complaints with respect to violation of the policy shall be reported to the Company Secretary.
5. The Company Secretary shall report the non-compliance of the policy to the Board of Directors or duly constituted committee of the Board.

General:

1. In case of any doubt with regard to any provision of the policy and also in respect of matters not covered herein, a reference to be made to the Company Secretary.
2. The Company Secretary in consultation with the Executive Chairman and / or Board of Directors, shall clarify the doubt and communicate the same to the respective person. In case, clarification or doubt is subject matter of policy, the Company Secretary shall refer the matter to the Board of Directors for their direction. On receipt of direction / clarification, Company Secretary shall communicate the same to the respective person / division.

Modification / Amendment in the Policy:

Any or all provisions of this Policy would be subject to revision / amendment in accordance with the guidelines on the subject as may be issued by the Central Government, or Ministry of Corporate Affairs or SEBI and / or any other statutory authorities, from time to time.
