

# **TATA COMMUNICATIONS TRANSFORMATION SERVICES LIMITED** **CORPORATE SOCIAL RESPONSIBILITY POLICY**

Pursuant to the requirements of the Companies Act, 2013, Tata Communications Transformation Services Limited (Company) is hereby formalizing its policy relating to Corporate Social Responsibility (CSR) programs to be conducted in India.

## **Vision**

**‘Create empowered and connected societies for Sustainable Development through Next Practices’**

Tata Communications Transformation Services Limited (TCTSL) believes that the spread of technology and global interconnections has great potential to accelerate human progress. The United Nations recognizes Information and Communications Technology as a ‘means of implementation’ for all the 17 Sustainable Development Goals (SDGs).

In pursuit, TCTSL’s focussed global CSR programme shall seek to harness its expertise in digital enablement in the areas of healthcare, education and employability & sustainable livelihoods to address the fundamental concerns of the society and bring about development that is sustainable.

## **Preamble**

CSR at TCTSL derives inspiration from Tata Group’s philosophy ‘to improve the quality of life of the communities we serve globally through long term stakeholder value creation based on leadership with trust’. TCTSL aspires to continually delight its communities by differentiating itself as a unique ecosystem of connections. In line with the Tata Group’s philosophy and TCTSL’s ambition, the CSR programme shall leverage organization’s core expertise, partnerships, infrastructure and other resources to create long term shared value for community it serves; focussed primarily on inter alia underserved, socially and economically backward groups, especially women, children, youth, Scheduled Caste & Scheduled Tribes.

All efforts at TCTSL shall be aligned to complement the following 3 Sustainable Development Goals in accordance with organization’s vision and ambition:

SDG 4 – Ensure inclusive and quality education for all and promote lifelong learning

SDG 8 – Promote inclusive and sustainable economic growth, employment and decent work for all

SDG 10 – Reduce inequality within and among countries and;

## Key Focus Areas and Driving Principles

TCTSL identifies **Education and Employability & Sustainable Livelihoods** as key focus areas, driving principles of which are summarized below:

- 1. Education:** Transforming the education system through digital enablement, educators' empowerment and youth engagement to create exponential social, economic and environmental impact
- 2. Employability & Sustainable Livelihoods:** Empowering youth, women and other relevant target groups with relevant skills and enabling them to be industry ready by equipping them with the right attitude and values to enhance their life conditions and contribute actively to the economy

TCTSL would synergize with the programs and initiatives of Tata Group wherever possible and provide support for disaster rescue, relief and rehabilitation in close co-ordination with the Tata group.

## Governance Structure & Management

The budget for the CSR interventions along with goals is discussed and signed off at the beginning of every financial year by the CSR Committee. It oversees the company's conduct with regard to its corporate and societal obligations and its reputation as a responsible corporate citizen. The CSR leadership allocates the budget in line with the priority areas finalized by the CSR Committee, need of the interventions and goals. The CSR leadership would make changes to the projects mentioned in this Policy in consultation with the CSR Committee.

## Reporting

TCTSL believes transparent reporting on sustainability and CSR is a cornerstone of corporate citizenship. As a practice, TCTSL publishes disclosures on Corporate Social Responsibility in its Annual Report every year. Taking our reporting mechanism and disclosures a notch higher, TCTSL from now on shall publish annual sustainability report based on the global GRI framework, as it is a widely accepted international standard.

## Implementation

The implementation of the CSR programs in the given focus areas would be done through NGOs and other partners with impeccable track record in their respective domains and the highest sense of ethics and integrity. A team of dedicated CSR and development sector professionals manage, oversee and monitor the execution of the interventions in accordance with the strategy approved by the CSR Committee.

The interventions are undertaken in a project mode with specific targets, outcome, activities, milestones and responsibilities of each party written down and signed off by each, as part of the MOU. The deliverables are mutually agreed by the parties. As a practice, TCTSL establishes long term multi-year partnerships, so as to provide ample time for creating an impact.

## Monitoring and Evaluation of CSR Projects

All projects undergo quarterly monitoring with a defined, project specific Monitoring and Evaluation framework. Monitoring is done through a cloud based technological tool that enables partners to upload real time data along with 'geo-tagged' photographs for precision. The tool facilitates last mile tracking and impact analysis. Additionally, regular interactions and site visits are conducted by the CSR team to assess the progress of the project and extend support, in terms expertise, to the partner. Third party impact assessment is incorporated in the design of the project. The projects are appraised annually by the CSR team, to assess efficacy basis which addendums are signed for the consequent year and disbursements are sanctioned.

## Budget

The minimum funds allocated for CSR would be as per the Indian Companies Act 2013. This policy provides that the corpus of funds allocated for CSR activities would include 2% of the average net profits of preceding three years. Any surplus arising out of the CSR activities is ploughed back into the activity. The surplus arising out of the CSR projects or programs or activities shall not form part of the business profits TCCTSL.

(Annexure to the CSR Policy provides salient details of the CSR programme)

### Annexure

Focus Area	Project	Reference S.No. of Schedule VII	Implementation Modality	Implementation Schedule			
				Q1	Q2	Q3	Q4
<b>Education</b>	1.Udaan	ii	Partner	*	*	*	*
<b>Employability and Sustainable livelihoods</b>	Umang	ii	Partner	*	*	*	*
	Integrated rural development program	ii, iii	Partner	*	*	*	*

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