

ramco

**RAMCO SYSTEMS LIMITED**

**BUSINESS RESPONSIBILITY AND  
SUSTAINABILITY POLICY**

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# 1. Overview

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The equity shares of the Company are listed on the BSE Limited and National Stock Exchange of India Limited and hence the provisions of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ('SEBI LODR') are applicable and binding on it.

**About the Business Responsibility and Sustainability Report ('BRSR'):** In terms of amendment to Regulation 34 (2) (f) of SEBI LODR vide Gazette notification no. SEBI/LAD-NRO/GN/2021/22 dated May 05, 2021, SEBI has introduced new reporting requirements on ESG (Environment, Social and Governance) parameters called the Business Responsibility and Sustainability Report (BRSR). In terms of the aforesaid amendment, with effect from FY 2022-23, filing of BRSR shall be mandatory for the top 1000 listed companies (by market capitalization) and shall replace the existing Business Responsibility Report.

**About the Policy:** This Policy on Business Responsibility and Sustainability ('BR Policy' or 'Policy') Statement describes how Ramco manages its economic, environmental, and social impact in a comprehensive way. It aims to apply globally accepted standards and best practices when evaluating and monitoring environmental, social, and governance risks associated with the Company's operations. Additionally, the policy aligns with the nine principles set forth by the National Guidelines on Responsible Business Conduct (NGRBC), published by the Ministry of Corporate Affairs, in March 2019.

This Policy has been framed in line with the requirements of Regulation 34 and other applicable provisions of the SEBI LODR as amended and is intended to ensure that the Company contributes towards sustainable development and fulfils its social, environmental and economical responsibilities.

**About the Responsibility:** In view of above, the Board of Directors of the Company ('the Board') approved this Policy at its meeting held on 17<sup>th</sup> May 2023. This Policy shall be in addition to and furtherance to the existing Code of Conduct and Business Ethics ('the Code') of the Company.

Mr. P R Venketrama Raja, Chairman of the Company is responsible for implementation of the Policy. Mr. Raghuvver Sandesh Bilagi, Chief Operating Officer of the Company is the Business Responsibility head. This Policy may be reviewed and amended from time to time by the Chief Operating Officer of the Company in line with changes in the regulatory requirements as well as changes in Company policies.

## 2. Applicability

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This policy applies to Ramco Systems Limited and its subsidiaries, branch offices, and affiliate entities across the globe ("Ramco or The Company"). Ramco and its employees adhere to the principles and standards as provided in the Code. Ramco also urges its business partners, customers, and service providers to adopt similar principles and standards within their businesses.

## 3. Policy

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Ramco has taken various measures to lower its carbon footprint and introduce products and services with a focus on environmental and social responsibility. The Company recognizes that the success of its sustainability strategy is reliant on the participation of its employee network throughout India. Consequently, it has implemented initiatives to raise awareness of sustainability and encourage employees to get involved in the its sustainability efforts and exhibit eco-friendly practices.

### Principle 1: Businesses should conduct and govern themselves with integrity and in a manner that is Ethical, Transparent and Accountable

- a) The Company shall establish appropriate governance structures, procedures, and practices to uphold ethical behavior at all levels and encourage the implementation of this principle throughout its value chain.
- b) The Company shall provide relevant stakeholders with transparent access to information regarding its decisions.
- c) The Company shall not engage in practices that are abusive, corrupt, or anti-competitive.
- d) The Company takes a no tolerance approach to bribery and corruption and are committed to acting professionally, fairly and with integrity in all our business dealings and relationships, wherever company operates.
- e) The company shall truthfully fulfill its responsibility to provide financial and mandatory disclosures and such decisions that affect its stakeholders, particularly those who are most susceptible to business impacts and communities that are vulnerable or marginalized.
- f) The company will promote adherence to this policy among its business partners and third-party entities with which it engages in business. If such entities fail to comply with or violate this policy, the company reserves the right to take disciplinary action.

## Principle 2: Businesses should provide goods and services in a manner that is sustainable and safe

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- a) The company shall endeavor to ensure safety and efficient utilization of natural resources throughout the entire life cycle of its services and products. Additionally, the company will ensure that all stakeholders associated with the Company understand their respective responsibilities.
- b) The company shall promote consumer awareness of their rights by educating them through appropriate marketing communication, and disclosure as required by applicable laws.
- c) The company shall ensure that the processes and technologies utilized in designing its products are sustainable and resource efficient.
- d) The company shall periodically evaluate and enhance the process of developing, deploying, and commercializing new technologies while considering social, ethical, and environmental factors.
- e) The company shall acknowledge and honor the rights of individuals who may own traditional knowledge or other forms of intellectual property.
- f) The company acknowledges that overconsumption leads to the unsustainable exploitation of the planet's resources and, therefore, will encourage sustainable consumption practices, such as resource recycling.
- g) The company shall comply with all applicable quality standard.

## Principle 3: Businesses should respect and promote the well-being of all employees, including those in their value chains.

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- a) The company shall uphold the rights of all employees, including those of contract and casual labor, to freedom of association, participation, and collective bargaining. Additionally, the company will provide access to suitable grievance redressal mechanisms.
- b) The company shall offer and maintain equal opportunities to all at all times during recruitment and throughout their employment, regardless of their caste, creed, gender, race, religion, disability, or sexual orientation including committing equal opportunity following Rights of Persons with Disabilities Act, 2016.
- c) The Company shall not use child labour, forced labour or any form of Involuntary labour, paid or unpaid.
- d) The Company shall take cognizance of work-life balance and mental wellbeing of its employees, especially that of women.
- e) The company shall provide facilities for the well-being of all employees, including those with special needs, and ensure timely payment of fair living wages that meet the basic needs and economic security of employees, including casual and contract labor.

- f) The Company shall provide a workplace environment that is safe, hygienic humane, and which upholds the dignity of the employees.
- g) The company shall ensure continuous skill and competence improvement of all employees by providing equal and non-discriminatory access to necessary learning opportunities.
- h) The company shall enhance employee morale and career development through enlightened human resource interventions.
- i) The company will establish systems and practices to ensure a workplace free from harassment, where employees feel safe and secure when carrying out their duties.

#### Principle 4: Businesses should respect the interests of and be responsive to all its stakeholders

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- a) The company will acknowledge the concerns of its stakeholders, determine the purpose and extent of engagement, and make a commitment to engage with them.
- b) The company will recognize, take responsibility for, and be transparent about the impact of its policies, decisions, products, services, and related operations on its stakeholders.
- c) The Company shall prioritize its attention to stakeholders in underdeveloped areas.
- d) The Company shall address any conflicts with stakeholders in a manner that is just, fair, and equitable.

#### Principle 5: Businesses should respect and promote human rights

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- a) The Company shall understand the human rights provisions of the Constitution of India, domestic laws and regulations, and the International Bill of Human Rights, and acknowledge that human rights are fundamental, universal, interdependent and indivisible. The Chief Human Resource Officer of the Company shall be authorized person responsible for implementing human right functions in the Company.
- b) The Company shall incorporate human rights into its management systems, especially by evaluating and addressing the impact of its operations on human rights. It shall establish grievance mechanisms and take corrective actions accordingly.
- c) The Company shall acknowledge and uphold the human rights of all relevant stakeholders and groups, both within and outside the workplace, including those of communities, consumers, and vulnerable and marginalized groups.
- d) The Company shall promote the awareness and realization of human rights across their value chain within their sphere of influence.
- e) The Company shall encourage its business partners and third parties engaged in business to adhere to this principle.

## Principle 6: Businesses should respect and make efforts to protect and restore the environment

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- a) The Company shall use natural and manmade resources in a responsible and sustainable manner, promoting resource efficiency through waste management, reduction, reuse, and recycling.
- b) The Company shall take steps to prevent and control pollution, assess environmental impact, and assume responsibility for the costs of pollution control and remediation with consideration for public welfare.
- c) The Company shall ensure equitable sharing of benefits arising from access and commercialization of biological and other natural resources and associated traditional knowledge.
- d) The Company shall consistently strive to enhance its environmental performance by embracing cleaner production techniques, encouraging the use of energy-efficient and eco-friendly technologies, and promoting the use of renewable energy.
- e) The Company shall endeavor to establish Environment Management Systems (EMS) and contingency plans and procedures that prevent, mitigate, and control environmental damage and disasters that may affect consumers, the natural environment, and society at large, resulting from its operations or those of a member of its value chain.
- f) The Company shall aim to disclose its environmental performance to stakeholders in a transparent and fair manner, including the evaluation of possible environmental risks associated with its operations.
- g) The Company shall concentrate on addressing the issue of climate change by developing measures for both mitigation and adaptation.
- h) The Company shall utilize industry platforms to share knowledge and best practices and implement sustainable practices to promote reduction, reuse, recycling, and recovery of materials and resources across its value chain.
- i) The Company shall keep track of and disclose the advancements made in the environmental, social and governance domains.

## Principle 7: Businesses, when engaging in influencing public and regulatory policy, should do so in a manner that is responsible and transparent

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- a) The Company shall make use of trade and industry chambers, associations, and other collective platforms to the best of their ability to carry out policy advocacy.
- b) The Company shall ensure that its advocacy positions in policy-making promote fairness in competition and respect for human rights.

## Principle 8: Businesses should promote inclusive growth and equitable development

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- a) The Company shall recognize the impact of inclusive growth and equitable development on social and economic development and take appropriate actions to minimize any negative impacts.
- b) The Company shall foster innovation and make investments in products, technologies, and processes that contribute to the betterment of society.
- c) The Company shall endeavor to support educational, health, community development and forest conversation and other areas as identified from time to time
- d) The Company shall operate with sensitivity to local concerns in regions that are underdeveloped.

## Principle 9: Businesses should engage with and provide value to their consumers in a responsible manner

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- a) The Company shall consider the holistic well-being of its customers and society while catering to their needs.
- b) The Company shall ensure that its products and services are designed, promoted and sold without imposing any restrictions on freedom of choice and free competition.
- c) The Company shall ensure that all information related to its products and services is disclosed truthfully and factually through documentation, labeling and other means. In cases where required, the Company shall also educate, train and sensitize consumers on responsible consumption and safe disposal of its products, which is part of product stewardship.
- d) The Company shall ensure that the promotion and advertising of its products are done in a way that is not deceptive, confusing or in violation of any of the principles outlined in these Guidelines.
- e) The Company shall take necessary precautions and act with prudence when offering goods and services that may contribute to overuse of natural resources or encourage conspicuous consumption.
- f) The Company shall ensure that all the customer data is ethically collected and consumed.
- g) The company shall endeavor to adopt the best data privacy and cyber security practices.
- h) The Company shall ensure that sufficient mechanisms for addressing customer grievances and feedback are provided.



## 4. Implementation & Reporting Requirements

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- a) This Policy shall be appropriately communicated across in the Company.
- b) The CSR committee through Functional Heads of various functions shall be responsible for ensuring that the principles referred to in this Policy are implemented and prioritized across the Company.
- c) Any grievances/ complaints with respect to violation of the Policy shall be reported to the CSR Committee of the Company.  
The Company shall prepare a Report, as applicable, at the end of every financial year and annex to the Annual Report of the Company in the manner as prescribed in the SEBI LODR.

## 5. Policy Review and Amendments

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This Policy may be amended to align with the guidelines and clarifications issued by relevant regulatory and statutory bodies from time to time.

The Board at its Meeting 04<sup>th</sup> June 2017, authorized the CSR Committee of the Board to review the Business Responsibility performance and the various policies annually or as and when the need arises. The CSR Committee / the Board will review and may amend this policy from time to time. The Company has several existing policies that support this Policy, and the principles outlined herein will be incorporated into any new policies/amendment to the existing policies that from time to time.

*Effective from 17<sup>th</sup> May 2023*