

Medley Pharmaceuticals Limited

Medley House, D-2, MIDC Area, 16th Road, Andheri (E), Mumbai- 400093.

CIN: U2430MH1975PLC018296



Draft CSR Policy (Medley)

India is a developing country and emerging as one of the largest economies of the world, but at the other hand we see lots of underprivileged who lack even the basic education, food and amenities. There is a vast gap between the haves and have-nots. Medley firmly believes in the corporate social responsibility. An essential component of our corporate social responsibility is to care for the community, the society and the environment. We endeavour to make a positive contribution to the underprivileged sections of our society by supporting a wide range of socio-economic, educational and health initiatives. Our commitment to address important societal needs extends through our philanthropic outreach programs driven through an NGO Sinkhai Foundation Trust. In order to bridge the gap and provide education facilities to the underprivileged and give them a platform to groom themselves, Medley undertaken the initiative of supporting the deserving students to complete the education and become successful professionals.

Objective:

The two main objectives of MEDLEY PHARMACEUTICALS LTD under its CSR is **“Promotion of Education”** and **“Providing Medical Services to the Underprivileged”**. We are responsible human organization and committed for inclusive growth by supporting the Underprivileged. We believe in creation of large societal capital is an important as wealth creation for building strong nation.

CSR Spend/ Funding:

The Company shall contribute at least 2% of the average net profit of the Company made during the three immediately preceding financial years to **Sinkhai Foundation Trust** for the CSR activities to be undertaken as specified in Schedule VII of the Companies Act, 2013.

Education:

MEDLEY PHARMACEUTICALS LTD under its Corporate Social Responsibility (CSR) included activities like **“Promotion of Education”** as per the Schedule VII of Section 135 of the Company Act, 2013.

With a view to eradicate the illiteracy, **MEDLEY PHARMACEUTICAL LTD** under its Corporate Social Responsibility (CSR) decided to provide scholarships to the students who are unable to meet the high cost of education. This scholarship programme is carried out through its NGO – Sinkhai Foundation Trust. Assistance is provided to the needy students irrespective of their Gender, Caste, Creed and Religion. Continue support is provided to the needy students till he/she complete their academic level. MEDLEY under its umbrella also runs a Secondary School, at Kalamb, Yavatmal District, Maharashtra.

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Medical Services:

It is well-known fact that slum area is the birth place of various disease and people in these areas need to get Diagnosed in order to control and cure those diseases. But, due to poverty most of habitants in this area are unable to undergo for testing as the cost of Diagnostics are very high and beyond their capacity.

In order to provide Medical assistance and services, **MEDLEY PHARMACUETICAL LTD** under its Corporate Social Responsibility (CSR) has established a full-fledged Charitable Diagnostic Centre named "**SINKHAI CHARITABLE DIAGNOSTICS**" at Sakinaka, Andheri, Mumbai. The unique feature of this Charitable Diagnostic Centre is that it has Modern Digital X-Ray and Complete Pathology Testing Facilities. The services are rendered to the underprivileged people at a very reasonable fees and if the patient is very poor then the service is provided free of cost.

Future plan of the CSR policy is to render such services in the slum area of Mumbai, Thane and nearby areas by setting up Charitable Diagnostics Centres.

Scholarship Programme

This scholarship is open to the students resident of Maharashtra who are meritorious but financially needy and desirous of pursuing higher education.

Application forms for scholarship programmes are available on the website: www.medleylab.com and every year in the month of May and June, advertisement for the same are published in the reputed newspaper like Mid-day, Inquilab, Urdu Times, Aurangabad Times, Nagpur Times, Roznama and Rashtriya Sahara etc.

Applications are accepted throughout the year either personally or through mail duly filled along with all the required documents. Scholarships are provided for the deserving students of the society who want to pursue professional courses such as Diploma or Degree in Engineering or Medical Courses.

Scholarship Criteria:

(SC/01 - ENTRY POINT):

- A) New students for the Scholarship programme can be inducted any time during the year, but the majority of the students shall be inducted between June to September of each year.

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- B) Students receive scholarship after 10th standard onwards. Students doing various courses apply under this category e.g, Junior College, Graduation, Diploma Course, Degree Course, , Post - Graduation, I.T.I, Management Course etc.

(SC/02 - PERCENTAGE CRITERIA):

- A) Students should have secured atleast 60% in the last examination, before the induction. Whichever year they may be inducted, the criteria for the scholarship remain the same.
- B) ATKT students will not be entertained.

(SC/03 - AREA OF OPERATION):

- A) The applicant should be the resident of Maharashtra.
- B) The student should be pursuing the course in Maharashtra.

(SC/04 - TOTAL INCOME OF THE FAMILY):

- A) The total family income should not exceed Rs.2 lacs p.a.
- B) The total family income includes the other source of income.
- C) Documents needs to be produced for the declaration of the income like salary slip, I.T. Return, Income Certificate issued by Tehsildar Office.

(SC/05 - NUMBER OF STUDENTS FROM THE SAME FAMILY):

- A) One student per family shall be assisted during a particular period. No two students from the same family can be assisted at the same time during that particular year.
- B)

(SC/06 - MAXIMUM SANCTION AMOUNT):

- A) Sanction upto Rs.10,000/- p.a. but not exceeding Rs.10,000/- for the entire programme is on non refundable basis.
- B) More than Rs.10,000/- to maximum 1,00,000/- will be granted as an interest free loan which will be refundable by the candidate after completion of course but within 5 years. The repayment should be started from six months after completion of the course or one month after securing employment, whichever is earlier.

(SC/07 - MODE OF PAYMENT):

- A) The fees will be paid by cheque in the name of the institution, even before the actual admission.
- B) No cash payment will be done to avoid mis-utilisation of the fund.

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(SC/08 - DOCUMENTATIONS):

- A) The scholarship form should be completely filled. Incomplete forms without proper details will be rejected.
- B) The scholarship form should be duly attested by the Head of the Institution or College along with the seal.
- C) The Scholarship form should be accompanied by the following documents :
 - a. Photocopy of Result duly notarised (Results of all the last three academic years)
 - b. Photocopy of Salary Slip/ Pension Slip of Parents or Guardian / Current year income certificate issued by Tehsildar duly certified.
 - c. Photocopy of Ration Card, Electricity Bill & Maintenance Bill.
 - d. Photocopy of Identity Card, if available.
 - e. In case of interest free loan, documents of Guarantor whose income is more than 2 lacs needs to be submitted.

Procedure of sanctioning of scholarship

- Duly filled forms of Scholarship programme accepted through person or mail are scrutinised. If any information or documents are missing in the form, the applicants are informed to give or submit the necessary documents.
- The Verification Officer (VO) visits the applicant's residence to verify the academic and financial condition of the applicant.
- VO submits his report about his investigation and findings about the applicant.
- The applications are placed before the CSR Monitoring Committee to assess whether the candidate is deserving or not. The Committee goes through applications and investigation reports submitted by VO. After verifying all the credentials of the applicants, CSR Monitoring Committee approves the applications and the Chairman of the Committee sign it in token of its approval.
- The final decision is communicated to the applicant, whether his/her form is accepted or rejected.
- The accepted applicants are called for the disbursement of scholarship once the sanctioned amount cheque is ready.
- The cheques are not issued in the name of the applicant but in the name of the Institution to avoid mis-utilisation of fund.

CSR Monitoring Committee:

Purpose of CSR Monitoring Committee is to monitor and supervise day to day CSR activities of the Company/Sinkhai Foundation Trust.

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CSR Monitoring Committee of MEDLEY comprises of following members:

1. Mr. Sahir Khatib - Chairman
2. Mr. Sarosh Khatib - Member
3. Mr. Azeem Kunde - Member
4. Dr. Arif A. Faruque - Member
5. Mr. Zahid Shaikh - Member
6. Mr. Zaheed Parkar - Member

CSR Committee (under Companies Act, 2013)

The Company has set up CSR Committee of directors as required under the Companies Act, 2013 which consist of:

1. Mr. Sahir Khatib - Chairman
2. Mr. Sarosh Khatib - Member
3. Mr. Mushtaq Antulay - Member

The Committee shall undertake some of the activities as specified in Schedule VII of the Company Act 2013. The Committee shall approve budget for CSR activities and monitor/review CSR Policy of the Company from time to time.