

## ***BUSINESS RESPONSIBILITY REPORT***

*[See Regulation 34(2)(f)]*

### **SECTION A: GENERAL INFORMATION ABOUT THE COMPANY**

- 1. Corporate Identity Number (CIN) of the Company:** L25111KL1959PLC009300
- 2. Name of the Company:** PTL ENTERPRISES LIMITED
- 3. Registered address:** 3rd floor, Areekal Mansion, Near Manorama Junction, Panampilly Nagar, Kochi Ernakulam KL 682036
- 4. Website:** [www.ptlenterprise.com](http://www.ptlenterprise.com)
- 5. E-mail id:** [pradeep.khare@apolloytyres.com](mailto:pradeep.khare@apolloytyres.com)
- 6. Financial Year reported:** 2020-21
- 7. Sector(s) that the Company is engaged in (industrial activity code-wise):** The Company has leased out its plant to Apollo Tyres Ltd (NIC Code : 6491)
- 8. List three key products/services that the Company manufactures/provides (as in balance sheet) :** The Company has Tyre Manufacturing Plant at Kalamaserry Kochi which is leased out to Apollo Tyres Limited on a long term lease arrangement. Company doesn't have its own product.
- 9. Total number of locations where business activity is undertaken by the Company**
  - (a) **Number of International Locations (Provide details of major 5) :** Nil
  - (b) **Number of National Locations :** Tyre Manufacturing Plant at Kochi
- 10. Markets served by the Company** –Nil, As the Company is not doing its own manufacturing activity.

### **SECTION B: FINANCIAL DETAILS OF THE COMPANY**

- 1. Paid up Capital (INR):** Rs.132377000
- 2. Total Turnover (INR):**Rs. 7058.84 Lakhs
- 3. Total profit after taxes (INR):** Rs. 7004.46 Lakhs
- 4. Total Spending on Corporate Social Responsibility (CSR) as percentage of profit after tax (%) :**Rs.116.23 Lakhs
- 5. List of activities in which expenditure in 4 above has been incurred:-**

During the year under review, the Company has carried out activities primarily related to, ensuring environmental sustainability, livelihood development projects.

### SECTION C: OTHER DETAILS

1. **Does the Company have any Subsidiary Company/ Companies:** No
2. **Do the Subsidiary Company/Companies participate in the BR Initiatives of the parent company? If yes, then indicate the number of such subsidiary company(s):**

Not applicable since Company does not have any subsidiary Company

3. **Do any other entity/entities (e.g. suppliers, distributors etc.) that the Company does business with, participate in the BR initiatives of the Company? If yes, then indicate the percentage of such entity/entities? [Less than 30%, 30-60%, More than 60%]:**

As mentioned above, the Company's major source of revenue is from leasing business. It has leased out its plant to Apollo Tyres Ltd. The Company is not doing any business with any other entity. At present, the Company is itself undertaking BR initiatives.

### SECTION D: BR INFORMATION

#### 1. Details of Director/Directors responsible for BR

##### (a) Details of the Director/Directors responsible for implementation of the BR policy/policies

1. **DIN Number:** 00032919
2. **Name:** HARISH BAHADUR
3. **Designation:** Director

##### (b) Details of the BR head

No.	Particulars	Details
1	<b>DIN Number (if applicable)</b>	NA
2	<b>Name</b>	Pradeep Kumar
3	<b>Designation</b>	Company Secretary & Compliance officer
4	<b>Telephone number</b>	9810297996
5	<b>e-mail id</b>	<a href="mailto:pradeep.khare@apolloytyres.com">pradeep.khare@apolloytyres.com</a>

## LIST OF PRINCIPLES

**Principle 1:** Businesses should conduct and govern themselves with Ethics, Transparency and Accountability.

**Principle 2:** Businesses should provide goods and services that are safe and contribute to sustainability throughout their life cycle.

**Principle 3:** Businesses should promote the wellbeing of all employees.

**Principle 4:** Businesses should respect the interests of, and be responsive towards all stakeholders, especially those who are disadvantaged, vulnerable and marginalized.

**Principle 5:** Businesses should respect and promote human rights.

**Principle 6:** Business should respect, protect, and make efforts to restore the environment.

**Principle 7:** Businesses, when engaged in influencing public and regulatory policy, should do so in a responsible manner.

**Principle 8:** Businesses should support inclusive growth and equitable development.

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

### 2. Principle-wise (as per NVGs) BR Policy/policies

#### (a) Details of compliance (Reply in Y/N)

No.	Questions	P 1	P 2	P 3	P 4	P 5	P 6	P 7	P 8	P 9
1	Do you have a policy/ policies for....	Y	Note 1.	Y	Y	Y	Y	Y	Y	Note 1.
2	Has the policy being formulated in consultation with the relevant stakeholders?	Y	Note 1.	Y	Y	Y	Y	Y	Y	Note 1.
3	Does the policy conform to any national / international standards? If yes, specify? (50 words)	Y#	Note 1.	Y#	Y#	Y#	Y#	Y#	Y#	Note 1.
4	Has the policy being approved by the Board? Is yes, has it been signed by MD/ owner/ CEO/ appropriate Board Director?	Y	Note 1.	Y	Y	Y	Y	Y	Y	Note 1.

5	Does the Company have a specified committee of the Board/ Director/ Official to oversee the implementation of the policy?	Y	Note 1.	Y	Y	Y	Y	Y	Y	Y	Note 1.
6	Indicate the link for the policy to be viewed online?	*	Note 1.	*	*	*	*	*	*	*	Note 1.
7	Has the policy been formally communicated to all relevant internal and external stakeholders?	Y	Note 1.	Y	Y	Y	Y	Y	Y	Y	Note 1.
8	Does the Company have in-house structure to implement the policy/ policies.	Y	Note 1.	Y	Y	Y	Y	Y	Y	Y	Note 1.
9	Does the Company have a grievance redressal mechanism related to the policy/ policies to address stakeholders' grievances related to the policy/ policies?	Y	Note 1.	Y	Y	Y	Y	Y	Y	Y	Note 1.
10	Has the company carried out independent audit/ evaluation of the working of this policy by an internal or external agency?	Y\$	Note 1.	Y\$	Y\$	Y\$	Y\$	Y\$	Y\$	Y\$	Note 1.

**Note 1:** The Company is not having its own manufacturing and marketing of product or services. Therefore it does not have its consumer base.

**#:**All policies have been developed as a result of detailed consultations with relevant stakeholders and best practices adopted by Company.

**\*:**<https://www.ptlenterprise.com/codes-and-policies.html>

**\$:**All policies of the Company are evaluated internally by the Business Responsibility Committee constituted by the Company.

- (b) **If answer to the question at serial number 1 against any principle, is 'No', please explain why: (Tick up to 2 options)-Not applicable**

### **3. Governance related to BR**

**(a) Indicate the frequency with which the Board of Directors, Committee of the Board or CEO to assess the BR performance of the Company. Within 3 months, 3-6 months, Annually, More than 1 year**

- The Business Responsibility (BR) Committee reviews the business performance annually and as and when required.

**(b) Does the Company publish a BR or a Sustainability Report? What is the hyperlink for viewing this report? How frequently it is published?**

- Yes, BRR is the part of the Annual report, which is also available on the website of the Company i.e [www.ptlenterprise.com](http://www.ptlenterprise.com).

## **SECTION E: PRINCIPLE-WISE PERFORMANCE**

### **Principle 1**

**1. Does the policy relating to ethics, bribery and corruption cover only the company? Yes/ No. Does it extend to the Group/Joint Ventures/ Suppliers/Contractors/NGOs/Others?**

- The Company has designed a “Code of Conduct Policy”(“Code”) to conduct its business with honesty and integrity and in compliance with all applicable legal and regulatory requirements. This Code sets out the fundamental standards to be followed by all stakeholders(employees and Directors)of the Company.
- The Code also serves the purpose of being a deterrent to unethical doings and to promote ethical values and is the manifestation of the Company's commitment to successful operation of the Company's business in the best interest of the shareholders, creditors, employees, other business associates and stakeholders.
- The Company has rolled out Code of Conduct mandatory online training for all the employees. The Code of Conduct explicitly guides our people on ethical dealings with external stakeholders.

**2. How many stakeholder complaints have been received in the past financial year and what percentage was satisfactorily resolved by the management? If so, provide details thereof, in about 50 words or so.**

- During the previous financial year, one complaint was recorded on the SEBI SCORES

platform (SEBI Complaints Redress System). That complaint was successfully resolved

## **Principle 2**

- 1. List up to 3 of your products or services whose design has incorporated social or environmental concerns, risks and/or opportunities.**

Not applicable. Company doesn't have its own manufacturing. However still company ensure that it will take all necessary steps to mitigate the social or environmental concerns, risks.

- 2. For each such product, provide the following details in respect of resource use (energy, water, raw material etc.) per unit of product(optional):**

**(a) Reduction during sourcing/production/ distribution achieved since the previous year throughout the value chain?**

**(b) Reduction during usage by consumers (energy, water) has been achieved since the previous year?**

Not Applicable.

- 3. Does the Company have procedures in place for sustainable sourcing (including transportation)?**

**(a) If yes, what percentage of your inputs was sourced sustainably? Also, provide details thereof, in about 50 words or so.**

Not Applicable. Procurement is done centrally by Apollo Tyres Ltd. and is carried out as per their applicable policies.

- 4. Has the Company taken any steps to procure goods and services from local & small producers, including communities surrounding their place of work?**

**(a) If yes, what steps have been taken to improve their capacity and capability of local and small vendors?**

Not Applicable as per above.

- 5. Does the Company have a mechanism to recycle products and waste? If yes what is the percentage of recycling of products and waste (separately as <5%, 5-10%, >10%). Also, provide details thereof, in about 50 words or so.**

Not Applicable as per above.

### Principle 3

1. Please indicate the Total number of employees : 632
2. Please indicate the Total number of employees hired on temporary/contractual/casual basis: 450
3. Please indicate the Number of permanent women employees : 0
4. Please indicate the Number of permanent employees with disabilities : 4
5. Do you have an employee association that is recognized by management : Yes
6. What percentage of your permanent employees is members of this recognized employee association. : 99%
7. Please indicate the Number of complaints relating to child labour, forced labour, involuntary labour, sexual harassment in the last financial year and pending, as on the end of the financial year.

No.	Category	No of complaints filed during the financial year	No of complaints pending as on end of the financial year
1	Child labour/forced labour/involuntary labour	Nil	Nil
2	Sexual harassment	Nil	Nil
3	Discriminatory employment	Nil	Nil

8. What percentage of your under mentioned employees were given safety & skill up- gradation training in the last year?
  - (a) Permanent Employees : 80%
  - (b) Permanent Women Employees: NA
  - (c) Casual/Temporary/Contractual Employees: 62%
  - (d) Employees with Disabilities: 80%

### Principle 4

1. Has the Company mapped its internal and external stakeholders?

Yes, employees, investors and shareholders, regulatory bodies and community are identified stakeholders for the organization.

2. Out of the above, has the Company identified the disadvantaged, vulnerable & marginalized stakeholders.

Yes, community (Women and Children) are identified as vulnerable and marginalized stakeholders by the organization.

- 3. Are there any special initiatives taken by the Company to engage with the disadvantaged, vulnerable and marginalized stakeholders. If so, provide details thereof, in about 50 words or so.**

The Company carries out Livelihood Initiative for underprivileged women (NAVYA): Apiculture project at Kottayam, and other livelihood options for women groups.

#### **Principle 5**

- 1. Does the policy of the Company on human rights cover only the Company or extend to the Group/Joint Ventures/Suppliers/Contractors/NGOs/Others?**

The Company onus fundamental human rights of all the stakeholders and communities. We are committed to ensure that people are treated with dignity and respect.

- 2. How many stakeholder complaints have been received in the past financial year and what percent was satisfactorily resolved by the management?**

During the past financial year, One complaint on Score platform was received during the financial year and it was resolved, No any complaint is pending as on 31st March, 2021.

#### **Principle 6**

- 1. Does the policy related to Principle 6 cover only the Company or extends to the Group/Joint Ventures/Suppliers/Contractors/NGOs/others.**

No, it's applicability is limited only to Company and does not extend to the Group/Joint Ventures/Suppliers/Contractors/NGOs/others.

- 2. Does the company have strategies/ initiatives to address global environmental issues such as climate change, global warming, etc? Y/N. If yes, please give hyperlink for webpage etc.**

Yes the Company through its CSR initiatives addresses environmental issues ensuring environmental sustainability. The Company had undertaken projects like, restoration of ponds and maintenance of ponds and green areas.

- 3. Does the Company identify and assess potential environmental risks?**

Yes, environmental aspects & impacts are assessed and reviewed periodically by the management. Organization strives to minimize impact on environment by developing environmental improvement programs and operational control procedures.

- 4. Does the Company have any project related to Clean Development Mechanism? If so, provide details thereof, in about 50 words or so. Also, if Yes, whether any environmental compliance report is filed?**

No



- 5. Has the Company undertaken any other initiatives on – clean technology, energy efficiency, renewable energy, etc. Y/N. If yes, please give hyperlink for web page etc.**

We focus on reducing our energy consumption by being energy efficient. There are several initiatives that were undertaken during the reporting period in the plant by the Apollo Tyres(Lessee) which resulted in energy savings.

- 6. Are the Emissions/Waste generated by the company within the permissible limits given by CPCB/SPCB for the financial year being reported.**

Emissions concentration in the company's plant is under control within the prescribed limit as reported by the Lessee of the plant.

- 7. Number of show cause/ legal notices received from CPCB/SPCB which are pending (i.e. not resolved to satisfaction) as on end of Financial Year.**

There were no show cause notices issued or pending in the reporting period.

#### **Principle 7**

- 1. Is your company a member of any trade and chamber or association? If Yes, Name only those major ones that your business deals with:**

No. the Company is not having any manufacturing and marketing activity under its name, therefore company is not a member of any trade association. However the Chairman of the company Mr. Onkar Kanwar and other Directors are a members of various business chambers.

- 2. Have you advocated/lobbied through above associations for the advancement or improvement of public good? Yes/No; if yes specify the broad areas ( drop box: Governance and Administration, Economic Reforms, Inclusive Development Policies, Energy security, Water, Food Security, Sustainable Business Principles, Others)**

Since the company is not a member of any industry body, therefore the company does not have the opportunity to advocate any matter of public good or reforms.

#### **Principle 8**

- 1. Does the company have specified programmes/initiatives/projects in pursuit of the policy related to Principle 8? If yes details thereof.**

The CSR Programmes are targeted towards bringing positive change in the lives of identified stakeholders. The CSR initiatives are developed focusing on the local needs of the community. The CSR programmes and activities are aligned to national and Sustainable Development Goals. A few

programmes are :

- 1) Solid Waste Management and Sanitation (SPARSH) - Clean My Village-Waste Management Project, and ELT Playground.
- 2) Livelihood Initiative for underprivileged women (NAVYA): Apiculture project at Kottayam, and other livelihood options for women groups.
- 3) Biodiversity Conservation: Maintenance of Science Park.
- 4) Local Initiatives Eco restoration of Ponds and Soft skill Development Training program.

The companies CSR programmes are developed for the benefit of all stakeholders and community at large and ensure that all the CSR programmes and activities are carried in partnership with the stakeholders. All the CSR programs and activities are routed through Apollo Tyres foundation.

**2. Are the programmes/projects undertaken through in-house team/own foundation/external NGO/government structures/any other organization?**

Projects are undertaken through external agency i.e the Apollo Tyres Foundation, that share your Company's ambition towards creating inclusive growth.

**3. Have you done any impact assessment of your initiative?**

No

**4. What is your company's direct contribution to community development projects- Amount in INR and the details of the projects undertaken.**

<b>Broad Areas of CSR Projects</b>	<b>Name of the Project</b>	<b>Rs. In Lakhs</b>
Ensuring environmental sustainability	Clean My Village	59.09
	Park development and maintenance	10.21
	Development and maintenance of End of Life Tyres (ELT) play structure in Govt. schools	0.99
	Pond Restoration and Maintenance Project	1.65
Skill building & income generation project for women	Livelihood Enhancement Projects	44.29
<b>Total</b>		<b>116.23</b>

**5. Have you taken steps to ensure that this community development initiative is successfully adopted by the community? Please explain in 50 words, or so.**

Under livelihood for underprivileged women programme over 300 women have received training in various income generation activities, such as organic farming, apiculture, food processing etc in the past 4 years. In Fy 20-21 reached out to 120 beneficiaries. All the beneficiaries have adopted the learnings from the trainings and started their own income generation activities. Through this, women not only ensured a better life style for their families but also getting better price for their produce.

Under SPARSH- the waste management programme, we have implemented the Clean My Village project in Edathala Panchayat. The project aims at behaviour change communication and thereby reducing the generation of waste. Through the awareness session on proper waste management and door to door collection of waste, the project has succeeded in generating a sense of environment consciousness among community, which is evident from the active participation of the community in the programme. To ensure the sustainability of the project, the community is contributing an user fee on a monthly basis and the community people themselves became ambassadors in preaching the importance of proper waste management. The panchayat representatives were taking key role in ensuring the increased participation of the community in the project. The project has covered over 5500 households as beneficiaries and collected over 61tonnes of waste in Fy 20-21. Through this initiative the project helped in setting up of a proper waste management system in the panchayat and helped in reducing burning and dumping of waste in public areas. This initiative has become a part of life in the residents of Edathala Grama Panchayat.

Continuing the commitment towards ensuring environmental sustainability, the organization has initiated Biodiversity conservation project. Under this project, we have partnered with kalamassery Municipality for the green cover enhancement of Cochin Children's science park in a public private partnership model, This initiative mainly aims at educating the visitors informally on the importance of biodiversity and its conservation through informative boards and thematic garden.

**Principle 9**

- 1. What percentage of customer complaints/consumer cases are pending as on the end of financial year.**
- 2. Does the company display product information on the product label, over and above what is mandated as per local laws? Yes/No/N.A. /Remarks(additionalinformation)**
- 3. Is there any case filed by any stakeholder against the company regarding unfair trade practices, irresponsible advertising and/or anti-competitive behaviour during the last five years and pending as on end of financial year. If so, provide details thereof, in about 50 words or so.**
- 4. Did your company carry out any consumer survey/ consumer satisfaction trends?**

Not Applicable. The product is not marketed under our name as the Company has leased out its plant to Apollo tyres.