



## **BUSINESS RESPONSIBILITY REPORT**

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

**1. Corporate Identity Number (CIN) of the Company:** L40104WB1981PLC033408

**2. Name of the Company:** SKIPPER LIMITED

**3. Registered address:** 3A Loudon Street, Kolkata-700 017, India

**4. Website:** www.skipperlimited.com

**5. E-mail id:** investor.relations@skipperlimited.com

**6. Financial Year reported:** 2017-18

**7. Sector(s) that the Company is engaged in (industrial activity code-wise):**

<b>Particulars</b>	<b>National Industrial Code</b>
Manufacturing of Engineering products	2511
Manufacturing of Polymer products	2220
Infrastructure projects	4220

**8. List three key products/services that the Company manufactures/provides (as in balance sheet)**

- I. Engineering products
- II. Polymer products
- III. Infrastructure projects

**9. Total number of locations where business activity is undertaken by the Company**

- i. **Number of International Locations :** The Company does not have any office or manufacturing facilities outside India.
- ii. **Number of National Locations:** The Company carries out its operation through its registered/corporate office in Kolkata and several marketing/site offices across India. The Company has three manufacturing units at Howrah near Kolkata (WB), two units near Guwahati (Assam), one unit each near Ahmedabad (Gujarat), Sikandrabad (UP) and Hyderabad (Telengana).

**10. Markets served by the Company – Local/State/National/International.**

The Company has Pan India market presence and also exports its product to several international geographies which includes Africa, Middle East, South & South East Asia, South America and Europe.

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

**1. Paid up Capital (INR):** 102.58million

2. Total Turnover (INR): ₹ 20509.84 million (Net)

3. Total profit after taxes (INR): ₹ 1177.62 million

4. Total Spending on Corporate Social Responsibility (CSR) as percentage of profit after tax (%):

The Company has spent ₹ 29.90 million on CSR activities during the financial year 2017-18 which amounts to more than 2% of the average net profits of the three immediately preceding years.

5. List of activities in which expenditure in 4 above has been incurred:

Please refer to Annexure- B of the Director's report.

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#### SECTION C: OTHER DETAILS

1. Does the Company have any Subsidiary Company/ Companies?

No, the Company does not have any Subsidiary Company.

2. Do the Subsidiary Company/Companies participate in the Business Responsibility (BR) Initiatives of the parent company? If yes, then indicate the number of such subsidiary company(s)

Not Applicable

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%]

The Company's BR policy is applicable to the management and all employees of the Company. The Company encourages and expects its business partners to adopt the BR practices. However, no formal study has been undertaken as of date to ascertain the percentage of such entities who participate in BR activities.

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#### SECTION D: BUSINESS RESPONSIBILITY INFORMATION

1. Details of Director/Directors responsible for BR.

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

1. DIN Number: 00162513
2. Name: Sri Devesh Bansal
3. Designation: Whole Time Director

(b) Details of the BR head

No.	Particulars	Details
1	DIN Number	NA
2	Name	Sri Abhijit Sengupta
3	Designation	Vice President- Works
4	Telephone number	9051417755
5	Email id	investor.relations@skipperlimited.com

2. Principle-wise BR Policy as per National Voluntary Guidelines:



external agency?									
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(b) If answer to the question at serial number 1 against any principle, is 'NO', please explain why:

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 BR Head periodically assess the BR performance of the Company and the Board reviews the same annually.

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

The Company publishes its BR report annually and the same is available on the website of the Company at <http://repository.skipperlimited.com/investor-relations/pdf/brr.pdf>

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## SECTION E: PRINCIPLE-WISE PERFORMANCE

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

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's policy on Ethics, Transparency and Accountability along with the Code of Conduct is applicable to all the individuals working in the Company. The Company encourages its business partners to follow the code.

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 financial year 2017-18, the Company did not receive any complaints, relating to ethics, bribery or corruption.

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

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

- Engineering Products-                      Transmission Tower/ High Mast Pole & Telecom Tower
- Polymer Products-                            PVC Pipes & Fittings
- Infrastructure Projects-                        Infra/Utility projects

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?

The Company is committed to conduct its business in an environmentally responsible manner. This policy is rooted in the Company's core values of quality, reliability and trust guided by the best practices and is driven by our aspiration for excellence in the overall performance of our business.

The Company also strives to raise consumers' awareness and endeavours to embed the principles of sustainability, as far as practicable, into the various stages of product or service life-cycle. The environmental custodianship and Corporate Citizenship are an integral part of the Company's goal to achieve ecological development along with people development. The Company recognises the responsibility to assess and minimise the ecological impact of our business activities and protecting the ecosystem. Efficient use of resources enables us to reduce environmental impact and we always strive to decrease the usage of materials having environmental concerns.

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

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

The Company considers aspects such as safety and environment in addition to commercial considerations while selecting its suppliers. Most of the raw materials are sourced from these suppliers.

4. Has the company taken any steps to procure goods and services from local and 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?

The major raw material used by the Company in manufacturing its products are of such nature, which are generally not produced by small producers. However, for all other products the Company tries to procure from local supply chain partners which include small scale industries who meet our quality, delivery, cost and technology expectations. Efforts are made to use local service providers for availing various support services at our various plants.

Currently the Company is procuring materials like wooden block, wooden box, hand gloves etc. from local vendors and for improving their capacity and capability we have taken the following measures :-

- i) Providing continuous order for keeping their order book full according to their material delivery schedule.
- ii) Releasing on time payment for supporting them financially to continue the circle throughout the year.
- iii) Periodical meeting is being held with vendors for discussing about the matter like material quality, delivery schedule, minimization of rejection etc.

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.

The Company has always strived to reduce wastes associated with its products. Most of the metal wastes generated in production are sold to recycling units through direct/indirect channels.

The steps taken internally to recycle waste are as follows:

- Rolling Mill – Rolling Mill is used to recover miss roll and rejected angles into prime angles and percentage of this recovery is more than 10% for our three rolling mills.
- PVC – Rejected PVC pipes are grinded in the grinder machine and mixed with fresh resin for using as raw material and the recovery percentage varies between 5-10%.

**PRINCIPLE 3: BUSINESSES SHOULD PROMOTE THE WELL-BEING OF ALL EMPLOYEES**

1. Please indicate the Total number of employees- 2416
2. Please indicate the Total number of employees hired on temporary/ contractual/ casual basis-2350
3. Please indicate the Number of permanent women employees- 13
4. Please indicate the Number of permanent employees with disabilities- Nil
5. Do you have an employee association that is recognized by management- No
6. What percentage of permanent employees is members of this recognized employee association?  
N.A.
7. Please indicate the Number of complaints relating to child labour, forced labour, involuntary labour, sexual harassment in the 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?

	<u>Safety</u>	<u>Skill</u>
(a) Permanent Employees	100%	70%
(b) Permanent Women Employees	100%	70%
(c) Casual /temporary/ contractual Employees	100%	50%
(d) Employees with Disabilities	N.A.	N.A.

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

1. Has the company mapped its internal and external stakeholders? Yes/no

Yes. For the Company, maintaining relationship with stakeholders is a business imperative.

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

Yes, we try to identify under privileged communities around our business location and try to serve their needs through our CSR Programs.

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

Yes. Skipper Limited believes that it has an important role to play in the society and community in which it operates. The Company has several programs designed to benefit marginalized stakeholders. The Company provides healthcare facilities to underprivileged in and around its factory premises and also takes up projects for provision of safe drinking water, sanitation facilities, and education. Details of all such activities can be found in **Annexure-B** to the Director's report.

#### **PRINCIPLE 5: BUSINESSES SHOULD RESPECT AND PROMOTE HUMAN RIGHTS.**

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 respects & protects the human rights of all people around and associated with it.

The Company complies with applicable laws and regulation governing occupational health and safety. The Company applies principles of equal opportunity, fair treatment and zero tolerance for any form of unlawful discrimination or harassment of employees. The Company promotes awareness of the importance of respecting human rights within its value chain and discourages instances of abuse. The Company pays fair wages to its employees and does not discriminate between male and female employees.

The Company is holding ISO18001 and ISO14001 certification for Health and Safety Standards and Environment Management Standards.

The Company expects its suppliers, contractors etc. to adhere to the principles of human rights.

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

No complaints were received pertaining to human rights violation during the reporting period.

#### **PRINCIPLE 6: BUSINESSES SHOULD RESPECT, PROTECT AND MAKE EFFORTS TO RESTORE THE ENVIRONMENT.**

1. **Does the policy related to Principle 6 cover only the Company or extend to the Group/ Joint Ventures/ Suppliers/ Contractors/ NGOs/ Others?**

The Company is committed to safeguard the interest of environment with a view of sustainable development. For the same, Company has taken many environmental friendly initiatives and also carried out process modification to protect environment. The Company's Environmental policy is applicable to all its business places. The Company does not have Subsidiaries/Joint Ventures/ Associates.

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

The Company understands and recognizes that climate change and global warming are real threat to the global community and each and every person has a role & responsibility to address such alarming issue. The Company has taken the following initiatives to address these global environmental issues:

- **Utilization of waste flue gas in the drier of galvanizing plant:**

The zinc melting furnace in the galvanizing plant produces flue gas on combustion of furnace oil. This waste flue gas is transferred to hot air drier for heating the chamber, before being released into the atmosphere through stack. This leads to elimination of use of any other fuel for heating the chamber, thereby conserving precious energy fuel.

- **Use of recuperator in rolling mill:**

Recuperator in rolling mill is linked with reheating furnace of rolling mill at our plants. The recuperator transfers some of the waste heat in the exhaust to the furnace air, thus preheating it before entering the fuel burner stage. Less fuel is needed to heat the gases up to the furnace inlet temperature as the gases have been pre-heated. By recovering the energy, usually lost as waste, less fuel is used to heat up the furnace thereby conserving precious energy fuel.

**3. Does the Company identify and assess potential environmental risks? Y/N.**

Yes. The Company tries to identify, assess and address potential environmental risks related to its operations.

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

No, the Company does not presently have any project related to clean development mechanism.

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

The Company has taken certain initiatives towards conservation of energy and energy efficiency at its various plants. The Company has taken the following initiatives on **clean technology, energy efficiency, renewable energy, etc:**

**a. Use of LPG in place of Furnace Oil:**

The Company has substituted the use of furnace oil with LPG in the zinc melting furnace of galvanizing plant. LPG is a more sustainable flue than furnace oil and minimizes environmental pollution and also leads to more efficiency.

**b. Use of transparent sheets:**

Transparent roofing sheets are used in factory sheds for natural day lighting through solar radiation. This results in reduction of use of electricity for lighting.

**6. Are the Emission/Waste generated by the Company within the permissible limits given by CPCB/SPCB for the financial year being reported?**



All the plants of the Company comply with the prescribed emission norms of various Central/State pollution control boards. All the emission and waste generated by the Company is well within the permissible limits given by SPCB/CPCB for the financial year reported.

**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.**

No show cause or legal notices from the pollution control authorities are pending as at the end of the financial year.

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

**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:**

- (a) Bharat Chamber of Commerce
- (b) Indian Chamber of Commerce
- (c) Confederation of Indian Industry
- (d) Merchant's Chamber of Commerce & Industry
- (e) The Bengal Chamber of Commerce & Industry
- (f) Engineering Export Promotion Council of India
- (g) Federation of Indian Export Organizations
- (h) Indian Electrical and Electronics Manufacturers Association

**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)**

We do from time to time take up issues through these associations on matters of public/industry interest.

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

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

The Company is committed to fulfill its responsibility towards people, society and the environment for inclusive growth of the society. The Company has several socio-economic projects running in various areas and is taken as per the CSR policy of the Company which includes:

- Promoting healthcare including preventing healthcare.
- Promoting education and special education.
- Animal welfare.
- Rural Development

The details of specific CSR projects are given in **Annexure-B** to the Director's Report.

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

The aforesaid projects have been carried out by the Company directly and/or through implementing agencies.

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

Efforts are made to make a general assessment of impact of some of the initiatives. The CSR Committee internally performs an impact assessment of its initiatives at the end of each year to understand the efficacy of the programs and to gain insight for improving the design and delivery of future initiatives. However, no structural impact assessment is put in place at present.

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

During the year, the Company has spent INR 29.90 million towards various CSR initiatives and projects. The details of the same are given in Annexure-B to the Director's Report.

**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.**

All CSR projects and initiatives are planned with the objective of sustainable community development. The project is identified and developed as a facilitator within the CSR policy framework and presented to the CSR committee for its review, guidance and approval and then the initiatives conducted under CSR are tracked to determine the outcomes achieved and the benefits to the community. The Company works directly and through implementing agencies of the project to ensure proper and meaningful adoption of these initiatives among the target community. Internal tracking mechanisms, monthly reports, and follow-up field visits, and telephonic and email communications are regularly carried out.

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

**1. What percentages of customer complaints/ consumer cases are pending as on the end of financial year.**

No complaints are pending.

**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(additional information)**

Yes, the Company adheres to all legal statutes with respect to product labelling and display of product information. The Company also displays all the requisite information and safety guidance which are specific to its product.

**3. Is there any case filed by any stakeholder against the company regarding unfair trade practices, irresponsible advertising and/or anti-competitive behavior during the last five years and pending as on end of financial year. If so, provide details thereof, in about 50 words or so.**

No cases were filed by any stakeholder against the Company regarding unfair trade practices, irresponsible advertising and/or anti-competitive behavior during the last five years

**4. Did your Company carry out any consumer survey/consumer satisfaction trends?**

Skipper believes in providing best services to its customers. Time to time meeting(s) with customers are organized to understand their expectation and essentially to gauge our competitiveness in the business. Skipper leverages its presence across the country to remain consistently in touch with the customers through its business unit and mitigate their issues promptly. Feedbacks received from customers are implemented to further enhance quality of service.

For and on behalf of the Board of Directors

Place: Kolkata  
Date: 17<sup>th</sup> May,2018

**Sajan Kumar Bansal**  
Managing Director  
(DIN: 00063555)

**Devesh Bansal**  
Director  
(DIN: 00162513)