

ENVIRONMENTAL SOCIAL & GOVERNANCE POLICY

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ENVIRONMENTAL SOCIAL & GOVERNANCE POLICY

Preamble

As India's leading mutual fund Registrar and Share Transfer Agent, **Computer Age Management Services Limited** ("CAMS/Company/ We/ Our"), has always stayed strong in its commitment to towards environment, customers, employees and community via core values and practices empowering stakeholders to prosper sustainably. Our core values have guided our ESG practices, which seek to drive growth and empower communities through our corporate practices.

ESG stands for Environmental, Social and Governance aspects addressing company's approach towards managing its business in transparent and ethical manner to drive long-term value creation for its stakeholders.

In a business context, sustainability is about CAMS's business model and its products and services creating a positive impact on environment, economy and society through robust risk management systems and ethical business practices. CAMS ESG philosophy focusses on greater good like environment protection, social well-being through CSR interventions.

Purpose

The purpose of this policy is to (i) define CAMS's ESG focus and (ii) provide our employees with guidelines related to considering ESG for decision-making processes. The policy will also be used as a tool to communicate to clients and stakeholders on how CAMS integrates ESG considerations into business decision-making processes across all service and product offerings.

At CAMS, ESG initiatives and principles will be aligned with organisational strategic goals for offering competitive edge with ESG compliant business practices and offering responsible services impacting the economy, environment and society positively. The ESG policy framework will serve as a guiding document for all activities undertaken by the company and will be integrated to the operations of our subsidiaries.

Environmental

The business operations of CAMS being IT- enabled support services anticipates to have less impacts on environment. Over the years CAMS has fostered innovation and digitisation to propagate adoption of latest technology for reducing environmental impacts while delivering services to the clients.

Energy & Emissions

The Company complies with applicable environmental laws and is committed to (i) conducting its business in a manner that actively manages environmental risks across its operations (ii) identifying opportunities to integrate sustainable practices in its operations, and (iii) minimizing the impact of the Company's operations on the environment (including the use of energy, air emissions, greenhouse gas emissions, waste, water, pollution, hazardous materials and recycling).The Company also takes up Environment Conservation programmes every year.

We develop digitised products and services and transforming into paperless operations helping clients overcome key market challenges through lower costs and more environment friendly communication strategies for the key stakeholder groups.

CAMS has enabled clients to move from printed statements to more efficient and engaging multi-channel digital communications, including email, SMS, and secure electronic document retrieval.

Waste

CAMS shall make efforts to dispose waste in the most responsible manner. Electronic waste generated by CAMS shall be disposed through original suppliers or certified disposal vendors. Hazardous electronic waste shall be managed on the principle of “Zero Waste to Landfill”

Social

As a global citizen, CAMS believes that it can thrive only when the communities that we operate in also thrives. We shall remain committed to impactful community development programmes in line with Sustainable Development Goals promoting gender equality, environmental protection, good health, and well-being including human rights. CAMS shall always ensure the physical and mental well-being of its employees, work around their skill enhancement, providing a safe and productive work environment. CAMS shall strive to ensure that suppliers do not engage in any activities that can be considered as a violation of human rights or as child labour or forced labour.

Community & Society

Guided by our board governed Corporate Social Responsibility (CSR) policy, CAMS shall create value for marginalized communities in the country, through well-structured programs and interventions. The company shall identify the projects will focus on employment enhancing vocation skills, livelihood enhancement projects, healthcare and environment welfare.

Our Workforce & Employees Well-being

Non-Discrimination & Equal Treatment

CAMS shall commit to a diverse and inclusive working environment across all its operations. Company is an equal opportunity employer and does not differentiate based on cultures, religions, caste, linguistic background, age, gender, and sexual orientation of employees. We believe in leveraging the strength of diversity at workplace.

Workplace culture

CAMS shall commit to a workplace culture that values and promotes an environment free of harassment and hostility, propagates respect towards culture, and believes in inclusiveness for empowering all employees to experience sense of belonging in a highly motivating and productive work environment. We shall strive to foster a collaborative work environment for a greater employee participation, exchange of ideas to achieve our business objectives.

In the endeavour to provide a safe work environment, CAMS shall continue to abide by zero tolerance policy in line with Prevention of sexual Harassment policy. It shall also design policies to meet the life-stage needs of women.

At all times the Company shall comply with all applicable laws, including those related to recruiting, diversity and inclusion, employment and employer obligations, and human rights.

Our customers

We recognize our customers are important for our success and longevity. CAMS shall remain committed to offering world - class services through effective communication modes, regular surveys to improve overall customer experience, and delivery of services. The Company shall strengthen the Grievance Redressal Mechanism for customers and shall focus on enhancing customer experience through innovation and digital solutions.

Governance

We shall remain committed to ethical governance practices via robust 'Regulatory Compliance Framework', which will allow us further to proactively identify, assess, monitor, control, and report breach in compliance if any in adherence to country-specific laws and regulations. Separation of Chairman from CEO/MD and, appropriate checks and balances for members of the management team ensures that compliance ownerships are aligned with corporate objectives and serves the interests of CAMS and its shareholders.

Board Governance and its Committees

The Board of Directors ("the Board") of CAMS shall continue to provide leadership and guidance, directs, supervises and controls the performance of CAMS through its various Statutory/voluntary Committees.

We shall continue to have in place robust internal financial controls commensurate with nature and size of the business activity and with reference to the financial statements assured by internal audits. An external audit firm shall be appointed for carrying Internal Audits at regular intervals. The Audit Committee of the Board of Directors shall review the reports of the Auditors during management meetings.

The controls shall comprise of policies and procedures for ensuring orderly and efficient conduct of CAMS's business, including adherence to its policies, the safeguarding of its assets, the prevention and detection of frauds and errors, the accuracy and completeness of the accounting records and the timely preparation of reliable financial information.

Ethics

Our commitment to operating with the highest ethical standards shall be reinforced by our policies, including, Whistle Blower Policy, Policy on Prevention of Sexual Harassment and an Anti-Bribery, Code of Conduct which shall undergo periodical review and updates.

Cyber security and Data Privacy governance framework

The data protection and information security-related aspects shall remain the prime importance for the Company with certified Information Security systems under ISO27001:2013 and ISO9001:2015. We shall continue to establish processes to ensure data protection and information security. CAMS cybersecurity systems shall be periodically reviewed by Risk Management Committee and Technology Committee. The Company shall continue to strengthen Information Security Management Systems in line with national regulatory.

requirements and regular training sessions shall be provided on these aspects to the concerned stakeholders.

ESG Disclosures & Reports

CAMS shall publish from time-to-time ESG performance, using global standards and frameworks. CAMS shall also publish performance against the stated principles of the NGRBC developed by the Indian Ministry of Corporate Affairs (MCA), Corporate Governance disclosures, performance, and strategy in conjunction with the six capitals laid out by the International Integrated Reporting Council (IIRC) in the Annual Report.

CSR and ESG Committee

CAMS's CSR and ESG Committee shall oversee, monitor, and evaluate this policy and shall have the authority to make any interpretations regarding the operation of this Policy.

Roles and Responsibility:

- a. Monitor, evaluate, if appropriate, and provide guidance on the Company's policies, procedures, and practices with respect to ESG Matters.
- b. Review and monitor the Company's non-financial reporting with respect to ESG Matters.
- c. Oversee the Company's public disclosure on ESG Matters including any sustainability reports, BRSR reports and Annual Reports.
- d. Review and monitor the Company's initiatives to manage and mitigate its environmental impact.
- e. Monitor actions or initiatives taken to prevent, mitigate and manage risks related to ESG Matters which may have a materially adverse impact on the Company or are otherwise pertinent to its stakeholders and provide guidance hereon.
- f. Monitor and review, as appropriate, any significant examination or audit by external auditors, regulators or key ESG rating agencies on ESG Matters.
- g. Coordinate with the other Board Committees for specific overlapping ESG Matters.
