

integrity and compliance concerns or seek guidance. There is a web-based reporting system available for employee/stakeholders reporting (<http://pg.ethicspoint.com/>). All reports received are subjected to appropriate investigation, follow up, and brought to full closure; systematic process and tracking system and the Company enforces a rigorous non-retaliation policy. The Company's Anti-Corruption Policy is stated explicitly in the Corporate Regulations on bribery and anti-corruption and emphasizes key components that are essential for ensuring strict compliance to anti-bribery laws but also refraining from corruption. The Company enforces a rigorous zero-tolerance policy against any involvement in bribery or corruption and has put in place robust policies to prevent bribery such as on gifts, entertainment and expenses, charitable contributions and representatives, and measures to ensure ethical supply chains.

The Company also ensures continuous compliance with competition and antitrust laws. The Company Code of Conduct requires the Company to compete fairly, safeguard confidential information and be mindful of antitrust risks. The Company's behaviour within its teams, with customers, other business partners and in the communities where it operates, are guided by its business principles - respect, responsibility and determination - in compliance with antitrust requirements. The Anti-Trust Guidance Notes aim to address practical business situations and provide rules and guidance for all Company employees on how to conduct themselves in order to comply with antitrust requirements. The Company has an Internal Complaints Committee for the prevention of sexual harassment as a part of the sexual harassment of women at workplace (Prevention, Prohibition and Redressal) Act, 2013 that aims to provide protection against sexual harassment of women in the

workplace and for prevention and redressal of complaints of sexual harassment and for matters connected there with or incidentals thereto. The Company has Internal Complaints Committee at each location and establishments (all locations where more than 10 women are employed). One complaint was received during the year under review and the inquiry was completed during the year under review.

## Community engagement

The Company's Social Policy focuses on society, human rights, children and young workers, freedom of engagement, health and safety, harassment and disciplinary practices, working hours, compensation, suppliers, community involvement and business ethics.

The policy is drawn principally on six sources:

1. The Universal Declaration of Human Rights
2. The UN Guiding Principles on Business and Human Rights
3. The International Labour Organization's Declaration on Fundamental Principles and Rights at work
4. The OECD Guidelines for Multinational Enterprises
5. The Global Sullivan Principles and
6. The Social Accountability 8000 (SA 8000) standard

The Company has its Corporate Social Responsibility (CSR) policy and framework for action along with clear focal areas against which community engagement projects are taken up predominantly in and around its factory locations. Please refer CSR report published elsewhere in this Annual Report for amount spent during the year ended December 31, 2020.

## Energy Performance improvement

<b>Steps taken and impact on conservation of energy</b>	<ul style="list-style-type: none"> <li>• Replaced conventional and Metal Halide lights with energy efficient Light Emitting Diode light fixtures in office, production bays, testing and store areas. All upcoming infrastructure investments are planned with installation of energy efficient Light Emitting Diode.</li> <li>• Power saving in lighting achieved by installing motion sensors in washrooms. Installed Timers in High Bay Light fixtures of Core, Assembly and Active part area in Large and Medium Power Transformers factory. It has resulted in Energy saving by controlling the operation of lights in day hours.</li> <li>• Installed Variable Frequency Drive in Air compressor. It resulted in energy saving by reducing energy losses in load and no-load cycle of Air compressor.</li> <li>• Power factor for the year 2020 was maintained at 0.99 by replacing faulty capacitors, increasing the frequency of periodic/preventive maintenance to identify faulty units, replacement of fixed capacitor bank by automatic power factor correction panel.</li> <li>• The old centralized air compressor system is upgraded by installing new energy efficient, automated, Variable Frequency Drive based Air compressor near to the load in Live Tank Breakers and Instrument Transformers factories. It has resulted in saving in energy by reducing the line losses and by increasing the cut off hours of the compressor.</li> <li>• The old underground Mild Steel line of fire hydrant network replaced by stainless steel pipes. It has resulted in saving in water and energy by reducing the frequent operation of Jockey Pump.</li> <li>• Reduction in operating pressure of compressor and attending the leakages thus reducing the operational hours of compressor</li> <li>• New Reverse Osmosis (RO) Plant was installed for treatment of process water from Central Effluent Treatment Plant.</li> <li>• Centralized Effluent Treatment Plant (CETP) for efficient handling &amp; treatment of process water from production lines</li> <li>• Treated water (~ 30%) from RO plant is recycled back to the process there by reducing freshwater intake from the river.</li> <li>• Water audit conducted to find out leakages in the existing network and actions to cap the leakages.</li> </ul>
<b>Steps taken by the Company for utilizing alternate sources of energy</b>	<ul style="list-style-type: none"> <li>• Rooftop solar Photo Voltaic power in factory locations</li> <li>• Buying green (solar and wind) from energy service companies (wheeled power) for factory operations</li> </ul>
<b>Capital Investment on energy conservation equipment/solution</b>	<ul style="list-style-type: none"> <li>• Light Emitting Diode lighting, Motion sensor system for lighting control</li> <li>• Variable Frequency Drive (VFD) in AHU air compressors</li> <li>• Power factor improvement solutions</li> <li>• Centralized Effluent Treatment Plant (CETP)</li> <li>• New Reverse Osmosis (RO) Plant</li> </ul>