



SUSTAINABILITY REPORT

Edition 02 / April 19



Human Rights

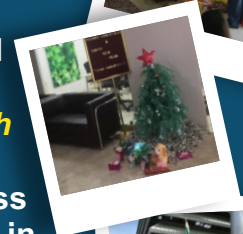
- **Manjushree** has established an anti-harassment committee to monitor offence related to any type of harassment and to provide a work environment that is free of harassment to employee and co-worker.
- A suggestion box is installed in the security gate where employee can give their suggestions freely for the betterment of the company. Manjushree follows a proper guideline for suggestion box initiatives to monitoring and implementing suggestion box related issues.



Health & Safety Management

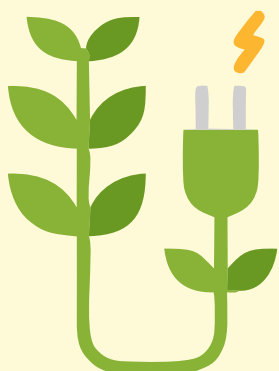
Manjushree has organized **Manjushree Got Talent**, a talent show for its team members to showcase their skills in varied fields like singing, dancing, instrument, acting etc. 42 participants dazzled through 24 performances from all the sites in this event. This helps organization to create a stress free environment by developing employee bonding, minimizes barrier with Management team, active participation.

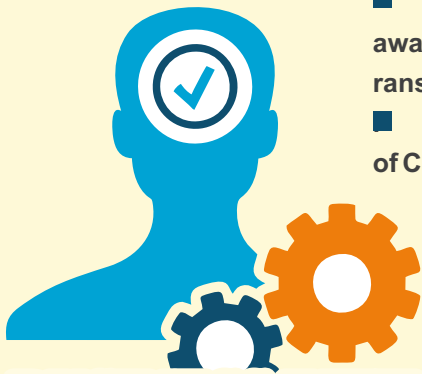
- **Viswakarma Puja** has been celebrated in the organization where all the employees are gathered for the puja in the factory Site.
- **Fire safety trainings** are carried out by Health and Safety committee periodically to create awareness about fire hazards and its safety procedure.
- Manjushree had a round of celebration in MIPL with **Secret Santa** and **self-crafted X-mas tree** from waste laminates.
- A **flag hosting ceremony** was held on MIPL on the occasion of **70th Republic day**.
- Organization has defined Sharp Object Control policy across organization. Necessary control measures and instructions are provided in shop floor to minimize the potential health and hazard to the employee.
- Manjushree defines Standard Operating procedure for Storage, Handling and Disposal of Hazardous Chemical to ensure that identified types of hazardous are properly controlled and disposed of to avoid contamination & safety of employee.



ENVIRONMENT

- Organization has installed infrastructure (RO Water Plant) for significant recycling of water. Air quality test being carried out annually to maintain understand the magnitude and taken actions accordingly.
- To reduce use of paper we aware employees to use email instead of paper. Printouts are taken during need only.
- Installation of Briquette based boiler in place of diesel based boiler to ensure efficient as well as less pollutant environment.
- Manjushree has started monitoring and recording CO2 emission levels from various resources, so that it is easier to identify and work towards fixing any anomalies.





BUSINESS ETHICS

- Organization took necessary steps to prevent the leakage of information by giving awareness message to the employees about the potential threats like viruses, worms, ransom ware etc. which can corrupt the computer files.
- Organization has centralized mail id system which helps to observe breach of Code of Conduct by own employee / outsiders / stack holders / suppliers etc.
- Data Security Day was celebrated in the organization and relating to this an awareness training has been conducted regarding precaution to be taken for data security.
- Organization has made Guideline and created awareness on Password Protection and Safe Uses to ensure the security of mail so that no malicious activity can be taken place by anybody.

SUSTAINABLE PROCUREMENT



- Manjushree has defined Sustainable Procurement policy guides to enhance environmental sustainability, social responsibility and ethical business practices in line with meeting Product Quality and Safety requirements across our supply chain.
- Manjushree has a defined Code of Conduct for suppliers, is the minimum requirement for doing business with Manjushree which convinced them to comply laws and regulations, characterized by good ethical practices and balancing business integrity while doing business.
- Manjushree has a mechanism for monitoring of Supplier COC Compliance Status.

Employee welfare

- Manjushree has organized a free ENT and health camp for the team members in association with the Lions club of Guwahati, Kamrup.
- Manjushree has provided free transportation for its employee for easy commutation to office.



Community Welfare

- Manjushree opened the doors of MIPL to diploma students of CIPET who were enthralled by the first-hand experience of the latest technology in flexi packaging industry.
- Mrs. Usha Mour, One the female director along with the other female directors has organized a workshop in a local government school regarding turning our plastic waste to beautiful artefact like bags, bins, vases, mats, cushions etc.



- **Zero** COC has been breached in last 6 months.
- Avg. **356.83** MT CO₂ is being emitted per month.
- **6** incident occurred in last 6 months.
- Avg. **82.70** minutes training hour per employee per man.

“Green House Gas Emission is reduces by **12%** as compared to 1st half of the financial year 2018-19.”