



HermanMiller

# Policy on Corporate Social Responsibility

## **Herman Miller India**

## Introduction

Herman Miller Furniture (India) Private Limited (“Herman Miller India” / “Company”) is a subsidiary of Herman Miller Inc., USA (“Herman Miller”). Herman Miller has been a frontrunner in designing exclusive office furniture for over 100 years. Although Corporate Social Responsibility (“CSR”) has gained significance in the present times it has always been one of Herman Miller’s core values. At a global level Herman Miller is committed to spending a portion of corporate profits on CSR activities every year across the globe. This funding is channeled through a foundation called Herman Miller Cares which has its own Board. We apply an exceptional approach in creating furniture designs, the same approach is applied towards eliminating the problems that inflict our society and environment where we live and work. As Brian Walker, CEO of Herman Miller says “unless we create value for our employees, customers, investors, and communities, we have no real reason to exist”.

## Our Vision

Our CSR vision is to create shared value and contribute towards social and economic betterment. We strive to create a work atmosphere where all our employees’ attitudes and actions are channeled to Create a Better World around us.

## Our Purpose

The central approach of our CSR policy is to contribute systematically towards social issues. Our purpose is to make meaningful impact in the quality of children’s nutrition, basic human needs, education and environment with special focus on those living in vulnerable circumstances by supporting initiatives aimed at creating improved conditions for such communities.

## Mission of Policy

The primary mission of our policy is to inspire the next generation to do great things by becoming civil citizens and stewards of humanity. Our giving is concentrated in four key areas and our grant making criteria is focused on youth and children served, levels of employee engagement and sustainable community impact

## Constitution of CSR Committee

The Board of Directors of Company has constituted a Corporate Social Responsibility Committee (the “CSR Committee”) in line with Section 135 of the Companies Act, 2013 (the “Act”).

## Scope of CSR committee

CSR Committee is responsible for reviewing the Policy, implementation of projects or programs or activities, recommending the amount of expenditure to be incurred, monitoring the implementation of CSR projects or programs or activities specified under the Act read with Companies (Corporate Social Responsibility Policy) Rules, 2014 (the “CSR Rules”), and any amendment(s) thereof.

## Execution of CSR Policy

The activities undertaken by the Company as part of its CSR Policy shall be approved by the CSR Committee. We may choose to make the contribution either ourselves or through a registered trust or society having a track record of at least three years in undertaking similar projects or programs or activities. The Company will monitor the projects or programs or activities undertaken by these organizations and the funds utilized towards the achievement of objectives mentioned and report to the CSR Committee.

## CSR Projects, programs or activities

The CSR projects, programs or activities undertaken by the Company are in line with Section 135 and Schedule VII of the Companies Act, 2013 and CSR Rules. The Company

will give the preference to the local area and areas around it where it operates, for spending the amount earmarked for CSR activities.

### **Improvement of health**

The CSR Committee identifies the projects/programs/activities to be undertaken in order to improve the health of children in our neighboring communities with an emphasis on nutrition and physical activity. This will include making nutritious food more accessible and adopting a multi-disciplinary approach towards improving the overall health lifestyle of children who need it most in their formative years.

Health improvement of youth and children is one of our foremost objectives under basic human needs because we believe that healthy communities play an important role in the growth of economy. Some of our goals are mentioned below:-

1. Herman Miller India will collaborate with organizations supporting causes for health and nutrition for underprivileged youth and children living in orphanages.
2. Undertake school health program for schools in Bangalore to carry out health services in association with health care agencies and impart basic hygiene and health education.
3. Sensitization programs for youth focusing on raising awareness on drug abuse and long term gains of healthy lifestyle.

### **Essential Human Needs**

To undertake programs and support organizations that will help towards eradicating or filling the gaps on homelessness affecting youth and children. The welfare of children has always been our primary importance and it is our continuous endeavor to work towards adopting measures which can lessen the problems of communities that are socially excluded.

Some of our goals towards achieving this target are:-

1. Join hands with NGOs undertaking slum reduction programs for building houses for the homeless people living in the local area where Company operates.

2. Support through funding and voluntary engagement in programs for building affordable houses for the city's homeless.

### **Provision of Education**

To provide Education both primary and secondary to youth through our socially inclusive programs and activities. This project, we believe, has the greatest potential to provide opportunity to youth to eradicate hunger and poverty in the longer run.

Our goals are:-

1. Expanding educational opportunities for specific low income students by sponsoring higher secondary school fees, provision of free text books and rewarding merit scholarships.
2. Undertake improvement of basic infrastructure of schools, direct and indirect funding for providing the education.

### **Sustainability of Environment**

All our activities whether business or otherwise are directed towards making the environment sustainable. The activities undertaken will be directed towards organising environment sustainability programs, environment risk prevention programs by collaborating with local environmental agencies. All projects pertaining to environment shall be directed towards instilling a sense of sustainable environment amongst the employees, youth and local communities.

Our concentration focusses on developing employee engagement programs towards programs pertaining to effective waste disposal, clean drinking water, planting saplings at selected areas.

### **CSR Budget**

The budget for CSR will be decided by the CSR Committee annually according to the provisions laid down in Section 135 of the Companies Act 2013 and CSR Rules. Any

surplus arising out of the CSR activities will not form part of business profits of the company.

### **Monitoring of CSR activities**

1. There will be a predefined system for monitoring and evaluating the progress of projects or programs or activities defined to be undertaken in a year.
2. The CSR projects or programs or activities are undertaken after approval by the CSR Committee which also underlines the key areas to focus as compared with the performance from previous years.
3. The CSR Committee categorically reviews all the projects undertaken in a given year along with the respective expenditures.
4. The CSR Committee shall also meet on periodical basis to monitor the CSR projects or programs or activities carried out during the year.

### **Amendments to the CSR Policy:**

The Board of Directors of the Company is authorized to revise/modify/amend this CSR Policy from time to time, as the Board may think fit, based on the recommendations of the CSR Committee.

### **Disclosure of CSR**

The Company will disclose the CSR Policy, CSR projects/programs/activities undertaken along with the funds utilised in the Report of Board of Directors at the end of every financial year. The CSR Policy is also placed on the official website of Herman Miller India defining a roadmap to undertake activities in a given year.