

Small gestures make a big difference



Corporate Social Responsibility  
2013-14



Safeguarding the  
**environment** for a  
**healthy future**

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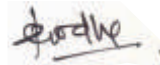
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# Corporate Social Responsibility Policy

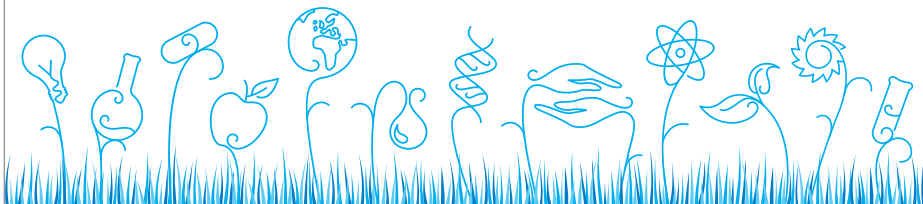
We are in the business of developing, manufacturing and marketing of Active Pharmaceutical Ingredients and Pharmaceutical Formulations.

We believe that business should be profitable and beneficial to the society. We conduct our business ethically in a socially responsible manner. We are committed to protect the environment and provide safe working conditions at our workplace. We believe in safeguarding human rights and supporting communities and culture within which we work.

A handwritten signature in black ink, appearing to read 'Godha', is written on a small, light-colored rectangular piece of paper.

**Premchand Godha**  
Chairman & Managing Director

Date: 15<sup>th</sup> January, 2013



# Corporate Social Responsibility

A definite, well-structured Corporate Social Responsibility (CSR) policy has been framed for Ipca. CSR policy forms a part of our corporate vision. It defines our approach on key responsibility issues and provides guidance to employees on the Company standards.

## CSR Governance

The CSR policy has been made effective throughout all locations (Manufacturing sites and Depots) of Ipca, including field counterparts. We regularly promote social awareness amongst our people to ensure that they adopt this policy in every area of work. The CSR team reviews the activities of every plant on a regular basis with respect to its compliance and an annual report on these activities is prepared.



# Introduction

Prabhat Foundation - a registered charitable trust - was established in the year 1991 by Ipca Laboratories Limited as a settlor. The main aim of this trust is to improve the life of the underprivileged and contribute towards the betterment of the society.

The Trustees of the Prabhat Foundation are:



Mr. Premchand Godha



Mr. Ajit Kumar Jain



Mr. Prashant Godha

## Prabhat Foundation Trust

**Aid by Prabhat Foundation in Financial year 2013-14:**

### School Development

- Assistance of ₹23,56,857/- was provided to Shrimati Kamaladevi Gigalal Government Higher Secondary School, Village Jheerota, Dist. Ajmer in financial year 2013-14 towards its infrastructure development. This project was started in June 2010 and an amount of ₹1,51,00,000/- has been spent till the financial year 2013-14



## Education

- 14 beneficiary students were assisted in their areas of education by spending an amount of ₹2,74,000/-
- Education Assistance of ₹1,62,450/- was given to K. D. Jain Public School, Kishangarh for purchase of chairs and payment of school fees

## Medical Assistance

- Assistance of ₹12,00,000/- was made towards the treatment of nearly 100 needy patients

## Family Relief



Poverty relief fund given to the needy

- ◀ Assistance on poverty relief of ₹4,68,883/- was given to 5 families who lost their earning member

## Flood Relief & Others

- Assistance of ₹2,18,000/- was extended towards relief of flood-affected areas and such other social causes in the financial year 2013-2014, including a contribution of ₹10,000/- towards the development of poor tribal people.

# Community Welfare

## Mumbai

### Educational Initiatives



Donation of stationery material was made to the NGO for girls - "Amcha Ghar", Mumbai. The stationery items were distributed by Mr. P. H. Desai, AGM - Quality & Regulatory, on invitation by Ipca's CSR team. Sweets were also distributed to the students who cleared their SSC exams.

Charity towards education was made to Nyanvardhini Vidhyalaya - a school for slum children. CSR team invited Mr. Bhupendra Joshi, GM - Commercial and Mr. Pradeep Nair, DGM - Accounts, to experience and witness the Joy of Giving. Stationery items were distributed amongst the students and the school library was updated with new book titles. A DVD player was also donated to the school towards upgrading the existing infrastructure of the school.



### Promoting Wellness

As a part of CSR activity, free health check-up camp was organized at the Nyanvardhini Vidhyalaya, Mumbai in June 2013. Internal doctors; Dr. Geetika Joshi and Dr. Dinesh Chakraborty from Medical Affairs department diagnosed the children. To further promote health and hygiene. The CSR Team also distributed toiletries to the children, as a part of its hygiene camp.



## Monsoon Protection

Donation of 110 raincoats was made to the children of Shikshan Gram Shelter, Lonavala in June 2013. Mr. Sameer Tamhane, Sr. Vice President - HR, personally visited the shelter for distributing raincoats.



## Promoting Wellness

Promoting health and wellness, a CSR activity, was conducted at Shanti Daan Ashram, Mumbai in July 2013. Shanti Daan Ashram works towards the care and service of mentally and physically challenged males. Mr. Prakash Kothari, Sr. General Manager - Accounts, Mr. Suryakant Pai, General Manager - Distribution along with the Ipca CSR team, distributed free medicines to the inmates of the NGO.

## Independence Day in a Special Way

Independence Day, 2013 was celebrated with the children of a NGO named 'Prem Sadan' in Mumbai. This NGO works towards the upliftment of destitute and orphan girls. Stationery materials were distributed amongst these girls to aid their educational facilities by Ms. Purnima Jain, Whole Time Director - Makers, on invitation by Ipca's CSR team.





## Nurturing Child Education

A monetary donation towards the payment of school fees for the 30 students of Nyanvardhini School, Mumbai was made with an objective of supporting education amongst slum children. The CSR team requested Mr. E. J. Babu, President - API Exports, to present a cheque that was drawn from Ipca CSR account to the school principal in presence of the school children and their accompanying parent.

## All for a 'Sporty' Cause!

Nearly 97 students from Nyanvardhini School, Mumbai were overwhelmed when they received sports equipments for their upcoming annual sports event in December 2013. Mr. E. J. Babu, President - API Exports on invitation by the Ipca CSR team presented Cricket and Badminton kits, Footballs, Carrom boards and Skipping ropes to the delighted children, in the presence of their teachers and parents.



## Because We Care!

As a prompt response to the requirements of 'Shanti Daan', a Mumbai-based NGO which works towards the care and service of the mentally and physically challenged males, medicines were distributed by Mr. E. J. Babu, President - API Exports, on behalf of Ipca's CSR team in December 2013.

## A Good Start to a New Year

Ipca's CSR team became a part of the New Year Celebrations organized by Indian Development Foundation's Vimala Centre (Mumbai) in December 2013. Vimala Centre is an orphanage for girls and a centre for leprosy patients. The little girls were joyous when they received sports equipments from the CSR team of Ipca during this event. Additionally, snacks were also distributed to all the inmates.





## World Tuberculosis Day 2014

On the occasion of World Tuberculosis Day in March 2014, nearly 200 tins of protein supplements were distributed equally amongst the inmates of Vimala Centre, Mumbai and Bombay Leprosy Centre, Mumbai. Mr. Soham Mukherjee, Manager - Sales Training, accompanied the Ipca CSR team for this activity, on request.

## Bombay Leprosy Project

Bombay Leprosy Project (BLP) is a registered non-profit, voluntary organization working for the welfare of leprosy patients in Mumbai. Since 1976, BLP has been engaged in Urban Leprosy Control Work for over 2 decades and has pioneered several simple yet cost effective strategies to improve the overall quality of life of the leprosy patients.

Since the last four years, Ipca has been continuously supporting this noble cause. Funds are raised for this NGO through sale of old news papers and magazines from Corporate HR.



## Indore

### Environmental Award

Ipca - Indore received 'Environmental Award' for the year 2011-12 for taking preventive measures to control pollution. The award ceremony was held on 5<sup>th</sup> June 2013, at Indore, and the award was presented by Mr. Kailash Vijayvergiya, Industry Minister (Madhya Pradesh).

Mr. Ajit Kumar Jain - Jt. Managing Director, received the award on behalf of Indore plant in presence of other members from Ipca - Indore.

Congratulations to Indore plant!



सितंबर २०१३ में फैक्ट्री परिसर में ज्ञानवर्धक, वैदिक किताबों का इसकॉन के माध्यम से स्टॉल लगाया गया जिसमें बहुत से श्रमिक तथा कर्मचारियों ने किताबें खरीद कर सहयोग प्रदान किया।



इप्का-इंदौर - फैक्ट्री परिसर के सामने राहगीरों के लिए निःशुल्क टंडे पानी हेतु मार्च २०१३ में प्याउ लगाया गया।



### स्टेशनरी वितरण समारोह

स्लम एरिया के बच्चों को जुलाई २०१३ में कॉपीयां एवं स्कूल स्टेशनरी का वितरण किया गया। कंपनी के वरिष्ठ अधिकारी द्वारा बच्चों को स्टेशनरी बाँटी एवं उन्हें स्कूल में पढ़ने के लिए प्रेरित किया गया।

## कॉपी वितरण

अगस्त २०१३ में कर्मचारियों एवं श्रमिकों हेतु मध्य प्रदेश श्रम कल्याण मण्डल से रियायती दरों पर कॉपीयां मंगाई गईं। जिससे कंपनी के श्रमिकों, कर्मचारियों को कॉपीयां वितरित कर उन्हें लाभान्वित किया गया।



## Ratlam



## बच्चों के संग स्वतंत्रता दिवस

इफ्का-रतलाम ने शा. मा. स्कूल - बिरियाखेड़ी, रतलाम के बच्चों के साथ स्वतंत्रता दिवस मनाया। इफ्का परिवार के सदस्यों द्वारा बच्चों को कम्पास बॉक्स एवं टॉफी वितरित की गई।

## दृष्टिहीन बच्चों को प्रोत्साहन

इफ्का परिवार द्वारा ब्लाइंड स्कूल के दृष्टिहीन बच्चों को मार्च २०१४ में हारमोनियम एवं डी.वी.डी प्लेयर प्रदान किया गया। साथ ही लायन्स क्लब द्वारा बच्चों के लिए आयोजित किए गए संगीत प्रतियोगिता में प्रतिभागियों को पुरस्कृत किया गया।





## विद्यार्थियों को आर्थिक सहयोग

शासकिय कला एवं विज्ञान महाविद्यालय के १० उत्कृष्ट परंतु निर्धन विद्यार्थियों को इप्का परिवार द्वारा फरवरी २०१४ में महाविद्यालय शुल्क प्रदान किया गया।



## लेबर ऑफिस को सहयोग

लेबर ऑफिस, रतलाम को इप्का परिवार द्वारा जनवरी २०१४ में स्कैनर प्रदान किया गया।



## गो सेवा

इप्का-रतलाम के कई कर्मचारियों ने पिछले कई वर्षों की तरह इस वर्ष भी मार्च २०१४ में अपने वेतन का एक हिस्सा गावों के प्रति समर्पित किया।

## Supporting Education

Children of 26 employees were presented scholarships during a function organized in January 2014. The amount of scholarship, to be granted, was decided by the Shram Kalyan Mandal on the basis of the student's merit; whereas the cheques were given by the Madhya Pradesh Kalyan Mandal, Bhopal.



## Kandla



Ipca team members

### Educate One, Educate All

A donation of stationery items and notebooks were made to the Mata Lachmi Rotary Charitable Society, Kutch in the month of July 2013. This institution works towards the education of visually impaired children.

### Bedsheet & Blanket Donation

Members from Ipca - Kandla visited 'Karuna Vihar Kanya Sadan', a rehabilitation centre for girls, and MTG (Matoshree Tulsamotomal Gudnani) Old Age Home - both located in Adipur for distributing blankets and bedsheets to the inmates in March 2014.



Karuna Vihar Kanya Sadan



MTG Old Age Home

## Aurangabad

### A Day with the Aged

A cultural programme for nearly 125 inmates of 'Matoshree - Home for the Aged' located in Aurangabad, was organized by Aurangabad (Unit I) plant in October 2013. Arrangements for lunch and light refreshments were made. Ipca team members were present throughout the evening with the inmates.



Inmates during the cultural programme



Ipca members serving lunch to the aged

## Pithampur

### Education - a need of the hour!

As a small step towards aiding the noble cause of education, two book shelves were given to the government school in Akoliya, Pithampur in October 2013 so that the books owned by the school could be maintained in an orderly manner. Ipca team members made this donation in presence of school Principal, students and other staff members.



Ipca members during book shelf donation



## Blanket Distribution

The needs of the poor and the needy living in several areas of Indore such as Ranjit Hanuman Mandir, Annapurna Mandir, Gangwal bus stand, Rajwada and Kishanpur bridge, were met through a blanket distribution activity during the winter month of January 2014, by Ipca team members from Pithampur and Indore plants respectively.



Ipca members during blanket distribution activity

## Athal



## Financial Aid to the Needy

A cheque worth ₹15,000/- issued by Prabhat Foundation, in February 2014, to Mr. Dhirendra Surti towards the treatment of his mother, who had been diagnosed with cancer.

## Supporting Education

Ceiling fans and cupboards were donated to Primary School, Kharadpada (Silvassa) by Athal plant in March 2014, with an objective of providing better amenities to the children.



## Piparia

### Sponsoring Educational Tour

Piparia plant sponsored the bus fares of 50 lesser-privileged school students from Central Primary Kendra School, Kharadpada (Silvassa) for an educational tour to the Science City and the Nature Park located in Surat (Gujarat) in January 2014.



### Serving the Society

Ipca - Piparia made a donation of drinking water point in the industrial estate in September 2013. Large number of industrial labourers have been benefitting from the services.



# CSR Theme Event

## Mumbai

### 'Joy of Giving' Week

Employees of Corporate Office, Mumbai participated in the 'Joy of Giving' week that was celebrated in the month of October 2013. Materials such as food items, stationery, clothes, toys etc. were donated by the employees, which in turn, were distributed amongst the housekeeping members of Corporate Office, Mumbai as well as to the following NGOs in Mumbai:

- Prem Sadan, an orphanage for girls
- Shanti Daan, a NGO for the physically and mentally challenged males
- Indian Development Foundation's service towards Vimala Centre, an orphanage for girls and centre for leprosy patients



At Shanti Daan, a NGO for the physically and mentally challenged males



At Prem Sadan, an orphanage for girls



With NGO Indian Development Foundation's at Vimala Centre, an orphanage for girls and centre for leprosy patients

## Children's Day: Because every child is Special

With the intention of bringing smiles on the faces of some less fortunate children of our society, little girls at an orphanage named 'Prem Sadan' in Mumbai were given toiletries and food items. Sweaters, towels and bedsheets were also distributed amongst children at another Mumbai-based NGO, 'Amcha Ghar' by the Ipca CSR team in November 2013, as part of a small endeavour to make them feel special on the occasion of Children's Day.



Ipca members with Prem Sadan children



Ipca members with Amcha Ghar inmates



# Employee Engagement through CSR

## Give the gift of life: Donate Blood

### Mumbai

A single unit of donated blood can save upto three lives. On the 10<sup>th</sup> anniversary of World Blood Donor Day in June 2013, blood donation camp was organized at Corporate Office (Mumbai). A total collection of 130 blood units was made in association with B. Y. L. Nair Hospital, Mumbai.



## Athal

Blood Donation Camp, in association with Indian Red Cross Society & Lions Club Silvassa, was organized in December 2013. Nearly 175 employees donated blood and set a new record for the Highest Blood Donation in Ipca - Athal.



Blood donation camp in progress

## Kandla

A total of 16 employees from Kandla plant participated in the blood donation camp which was organized under the banner of Lions Club of Gandhidham in September 2013.



10 bottles of blood were collected by Ipca - Kandla during the Blood Donation camp organized by Kandla Special Economic Zone (KSEZ) as a part of KSEZ's 50<sup>th</sup> Foundation Day in March 2014.



## Pithampur

Pithampur plant, along with M. Y. Hospital, Indore, had organized a Blood Donation Camp in March 2014, as a part of the former's Safety Week celebrations. Nearly 111 units of blood were collected towards the end of this camp.



## Sikkim

A Blood Donation Camp was organized by Ipca - Sikkim in January 2014, wherein employees turned up voluntarily for this noble cause. Nearly 62 units of blood were collected during this camp.



## Dehradun

Ipca - Dehradun organized a Blood Donation Camp in February 2014, 62 units of blood were collected towards the end of the camp.



# Tree Plantation - Breathe Pure

Tree plantation drives were carried out at several locations, on the occasion of World Environment Day, in June 2013.



Pithampur



Aurangabad



Sikkim



Ratlam



Piparia



Indore





# Public Events

## Mumbai

### SCMM 2014

The Standard Chartered Mumbai Marathon (SCMM) is an annual event held in Mumbai in the month of January. It is recognised as India's largest charity platform for non-profit organisations to raise funds for their projects. Some of the Ipcaites participated and successfully completed the marathon in January 2014.



Ms. Hemaprabha Vasa  
Sr. Executive - Commercial

◀ Half Marathon (21 Kms) Finisher

Dream Run (6 Kms) Participants ▶



## DNA Women's Marathon 2014

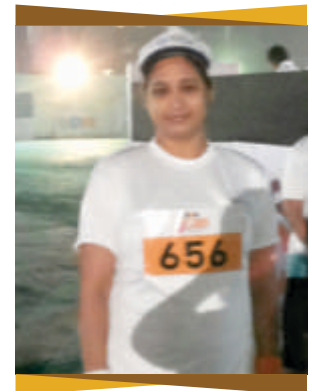
Female employees from Corporate Office, Mumbai participated in 'DNA iCan Women's Marathon' in March 2014. This year saw the marathon supporting several women-centric causes.



◀ Spirit Run Participants

Half Marathon Finisher ▶

Ms. Hemaprabha Vasa, Sr. Executive - Commercial



# Extending our Helping Hand

## Uttarakhand Calamity

In order to bring life back to normal in the calamity struck region of Uttarakhand, help arrived from several locations of Ipca such as Dehradun, Indore, Ratlam, Kandla, Pithampur, Aurangabad, Makers, Baroda, Athal & Mumbai. Additionally, approx. amount at par raised by the employees of the Corporate office was sanctioned from the annual CSR budget. This way a total of ₹15,26,062/- were raised for charity by Ipca & Group Companies.

Essential commodities like bread, biscuits, snacks, dry milk, tea, mineral water, blankets, raincoats etc., were distributed at 'Gochar', the spot where the Kedarnath Yatra begins.





[www.ipca.com](http://www.ipca.com)

Regd. Office: 48, Kandivli Industrial Estate, Kandivli (West), Mumbai 400 067, India

T: +91 22 6647 4444 E: [ipca@ipca.com](mailto:ipca@ipca.com)

