

Ref No. DIL/SE/24-25/48

Date: August 31, 2024

To,

The Manager
Corporate Relationship Department
BSE Limited
Phiroze Jeejeebhoy Towers,
Dalal Street,
Mumbai - 400 001

The Manager
Listing Department
National Stock Exchange of India Limited
Exchange Plaza, Bandra Kurla Complex
Bandra (East),
Mumbai - 400 051

BSE Symbol - DOMS
BSE Scrip Code - 544045

NSE Symbol - DOMS

Subject: Business Responsibility and Sustainability Report for the financial year 2023-24

Dear Sir/ Madam,

Pursuant to Regulations 34(2)(f) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended ('SEBI LODR Regulations'), we are enclosing herewith, the Business Responsibility and Sustainability Report for the financial year 2023-24, which forms part of the Annual Report for the financial year 2023-24.

The above is for your kind information and record.

Thanking You,
Yours Faithfully,
For DOMS Industries Limited

Mitesh Padia
Company Secretary and Compliance Officer
Membership No.: A58693

Encl.: As above

Registered Office:

J-19, Opp. Telephone Exchange,
G.I.D.C., Umbergaon- 396171,
Dist. Valsad, Gujarat, India.

Website:

www.domsindia.com

Corporate Office:

Plot No. 117, G.I.D.C., 52, Hector Expansion
Area, Umbergaon- 396171,
Dist. Valsad, Gujarat, India.

Tel: (+91) 7434888445 / 446

E-mail: info@domsindia.com

Mumbai Office:

17th Floor, C-Wing, Kailas Business Park,
Hiranandani Link Road, Vikhroli (W)
Mumbai- 400079, Maharashtra, India.

Tel: (+91) 7069028500 / 600

Email: asst.admin@domsindia.com

Business Responsibility & Sustainability Report

Dear Stakeholders,

I am pleased to bring to you our inaugural Business Responsibility and Sustainability Report (BRSR) in compliance with the requirements of SEBI for Top 1000 listed companies in India, by market capitalization. While ESG (Environment, Social and Governance) may be a new technical jargon, the essence of ESG has always been ingrained in our organisation's culture and way of business.

Governance at the Center of Operations

We have always considered governance at the forefront of all our activities. This year, with the listing of our Company, we fortified the resilience of our processes, controls and the overall governance structure. We instated the Audit Committee, Nomination and Remuneration Committee, Stakeholders Relationship Committee, and Risk Management Committee this year through a Board resolution dated July 14, 2023. Various members of the Board, key-managerial personnel and other senior managerial personnel have been tasked with leading matters on regulatory compliances, occupational health and safety, human resource management and development, risk management, IT security and controls, amongst other sustainability linked matters. Our risk management plan includes identification of sustainability-linked risks and impacts, to orchestrate effective mitigation and control activities.

Our People, our Strength

As at the end of this financial year, our Company employed upwards of 9,000 employees and workers, including contract workers. It gives me immense pride to add that more than 50% of these employees and workers are females. The Company also employed 25+ differently abled workers, who are given an equal access to work and growth opportunities. With another facility in construction at Umbergaon, we only hope to add to this number.

The safety of our people has been of utmost priority to us, and the Company has made significant investments in developing infrastructure, housed with all the necessary safety equipment and a dedicated HSE team to lead health and safety initiatives. The Company has an inhouse 'Occupational Health Center' for onsite injuries and health check-ups. Further, the Company, through its Corporate Social Responsibility initiatives is funding the construction of a hospital in Umbergaon.

Environmental Stewardship

We strive to ensure efficient management of waste with minimal impact on adjoining ecosystems in the regions in which we operate. We have taken various steps towards conservation of environment and making judicious use of natural resources. We are further exploring different projects to extend our stewardship on environmental matters and contribute positively to climate action.

Sustainable growth has been the driving force of our vision. We aspire to and shall continually strive to create value for our stakeholders, in a manner that is ethical, fair and environmentally-conscious.

Warm Regards,

Santosh Raveshia

Managing Director

SECTION A: GENERAL DISCLOSURES

I. Details of the listed entity

1. **Corporate Identity Number (CIN) of the Listed Entity:** L36991GJ2006PLC049275
2. **Name of the Listed Entity:** DOMS Industries Limited
3. **Year of incorporation:** 2006
4. **Registered office address:** J-19, G.I.D.C, Opp. Telephone Exchange, Umbergaon, Dist. Valsad, Gujarat, India – 396171
5. **Corporate address:** Plot No. 117, 52 Hecter Expansion Area, G.I.D.C, Umbergaon, Dist. Valsad, Gujarat, India – 396171
6. **E-mail:** ir@domsindia.com
7. **Telephone:** +91 74348 88445/446
8. **Website:** www.domsindia.com
9. **Financial year for which reporting is being done:** FY 2023-24
10. **Name of the Stock Exchange(s) where shares are listed:** BSE Limited and National Stock Exchange of India Limited
11. **Paid-up Capital:** ₹ 6,068.72 lakhs
12. **Name and contact details (telephone, email address) of the person who may be contacted in case of any queries on the BSR report:**
Mitesh Padia, Company Secretary; +91 70690 28500; cs@domsindia.com
13. **Reporting boundary - Are the disclosures under this report made on a standalone basis (i.e. only for the entity) or on a consolidated basis (i.e. for the entity and all the entities which form a part of its consolidated financial statements, taken together):** Standalone
14. **Name of assurance provider:** Not applicable
15. **Type of assurance obtained:** Not applicable

II. Products/services

16. Details of business activities (accounting for 90% of the turnover):

DOMS is engaged in the business of manufacturing, marketing, trading and distribution of scholastic stationery, scholastic art material, paper stationery, office supplies, hobby and craft products, fine arts products and kits and combos.

S. No.	Description of Main Activity	Description of Business Activity	% of Turnover of the entity
1.	Manufacturing and trading	Manufacturing, marketing, trading and distribution of stationery and art material products	100%

17. Products/Services sold by the entity (accounting for 90% of the entity's Turnover):

S. No.	Product/Service	NIC Code	% of total Turnover contributed
1	Scholastic Stationery		48%
2	Scholastic Art Material	32901, 32909, 20224,	30%
3	Kits & Combos	20295, 47613 and 46496	11%
4	Office Supplies		8%
5	Others		3%

III. Operations

18. Number of locations where plants and/or operations/offices of the entity are situated:

Location	Number of plants	Number of offices	Total
National	11	15*	26
International	-	-	-

*This number includes warehouses and depots.

19. Markets served by the entity:

a. Number of locations

Locations	Number
National (No. of States)	28 States and 8 Union Territories
International (No. of Countries)	53

b. What is the contribution of exports as a percentage of the total turnover of the entity?

16% of the Company's total turnover is attributable to exports. We conduct 52% of our international business through FILA our corporate promoter, and its related parties which have physical presence in some of the international markets that we serve.

c. A brief on types of customers

DOMS is in the business of manufacturing and marketing scholastic stationery, scholastic art material, paper stationery, office supplies, hobby and craft products, fine arts products and kits and combos. We cater to diverse needs of all age groups, right from school children to professionals. The Company markets its products under our flagship brand 'DOMS' and also 'C3' which aims to capture the affordable market segment. Our sub-brand, 'Amariz' focuses on fine art products for professionals and 'FixyFix' which focuses on adhesives. We conduct our business primarily through the following channels:

- i. **Domestic Network:** In the domestic market, our products are sold through our strong and robust network of super-stockists, distributors and retailers. Additionally, we also supply our products to modern trade, retail stores and various e-commerce platform.
- ii. **Export Network:** Our export sales are undertaken through FILA and FILA Group Companies in certain geographies where they are present, and through our network of merchants and trading houses in certain other geographies.

IV. Employees

20. Details as at the end of Financial Year:

a. Employees and workers (including differently abled):

S. No.	Particulars	Total (A)	Male		Female	
			No. (B)	% (B / A)	No. (C)	% (C / A)
Employees						
1.	Permanent Employees (D)	8745	4209	48%	4536	52%
2.	Other than Permanent employees (E)	-	-	-	-	-
3.	Total Employees (D + E)	8745	4209	48%	4536	52%
Workers						
4.	Permanent Workers (F)	7361	2963	40%	4398	60%
5.	Other than Permanent workers (G)	410	205	50%	205	50%
6.	Total Workers (F + G)	7771	3168	41%	4603	59%

Note:

1. Permanent employees (D) includes all personnel on rolls of the Company including Permanent workers (F)
2. Permanent workers (F) are on rolls of the Company but do not perform managerial or administrative role.
3. Other than permanent workers (G) includes workforce hired through third party job contractors.
4. The count is taken for employees and workers as at March 31, 2024.

b. Differently Abled Employees and Workers:

S. No.	Particulars	Total (A)	Male		Female	
			No. (B)	% (B / A)	No. (C)	% (C / A)
Differently Abled Employees						
1.	Permanent employees (D)	28	19	68%	9	32%
2.	Other than Permanent employees (E)	-	-	-	-	-
3.	Total Differently Abled Employees (D + E)	28	19	68%	9	32%
Differently Abled Workers						
4.	Permanent workers (F)	26	17	65%	9	35%
5.	Other than Permanent workers (G)	-	-	-	-	-
6.	Total Differently Abled Workers (F + G)	26	17	65%	9	35%

The Company supports inclusivity and diversity at workplace. We pride ourselves at having a positive gender ratio, with a higher proportion of female staff. We also provide equal opportunity to differently-abled persons, and extend necessary support wherever needed. We strive to maintain an organization culture where employees feel safe and respected, without any discrimination or bias.

21. Participation/Inclusion/Representation of women

Particulars	Total (A)	No. and percentage of Females	
		No. (B)	% (B / A)
Board of Directors	12	3	25%
Key Management Personnel*	2	-	Not Applicable

*Key Managerial Personnel include, Company Secretary and Chief Financial Officer

22. Turnover rate for permanent employees and workers (Disclose trends for the past 3 years)

	FY 2023-24			FY 2022-23			FY 2021-22		
	Male	Female	Total	Male	Female	Total	Male	Female	Total
Permanent Employees	37.99%	20.63%	28.95%	36.05%	24.43%	30.16%	32.08%	26.35%	29.44%
Permanent Workers	49.88%	21.01%	32.63%	44.25%	24.40%	32.71%	38.83%	26.70%	32.29%

V. Holding, Subsidiary and Associate Companies (including joint ventures)

23. (a) Names of holding¹ / subsidiary / associate companies / joint ventures

S. No	Name of the holding/ subsidiary/ associate companies/ joint ventures (A)	Indicate whether holding/ subsidiary/ associate/ joint venture	% of shares held by listed entity	Does the entity indicated at column A, participate in the Business Responsibility initiatives of the listed entity? (Yes/No)
1	Pioneer Stationery Private Limited	Subsidiary Company	51.00%	No
2	Micro Wood Private Limited	Subsidiary Company	75.00%	No
3	ClapJoy Innovations Private Limited	Associate Company	30.00%	No

¹F.I.L.A. Fabbrica Italiana Lapis ed Affini S.p.A. was holding company until December 17, 2023

VI. CSR Details

24. (i) Whether CSR is applicable as per section 135 of Companies Act, 2013: (Yes/No) Yes

(ii) Turnover : ₹ 1,38,781.79 lakhs

(iii) Net worth : ₹ 78,834.17 lakhs

VII. Transparency and Disclosures Compliances

25. Complaints/Grievances on any of the principles (Principles 1 to 9) under the National Guidelines on Responsible Business Conduct:

Stakeholder group from whom complaint is received	Grievance Redressal Mechanism in Place (Yes/No) (If Yes, then provide web-link for grievance redressal policy) [#]	FY 2023-24			FY 2022-23		
		Number of complaints filed during the year	Number of complaints pending resolution at close of the year	Remarks	Number of complaints filed during the year	Number of complaints pending resolution at close of the year	Remarks
Communities	Yes	-	-	-	-	-	-
Investors (other than shareholder)	Yes	-	-	-	-	-	-
Shareholders ¹	Yes	6013	01	The pending complaint was resolved subsequently on April 02, 2024	-	-	-
Employees and workers	Yes	-	-	-	-	-	-
Customers ²	Yes	321	-	-	76	-	-
Value Chain Partners	Yes	-	-	-	-	-	-
Others	Yes	-	-	-	-	-	-

[#]For policies of the Company refer <https://domsindia.com/policies/>.

¹The Company received these complaints from applicants during its IPO in relation to allotment of shares or processing of refund after non-allotment of shares. These applicants were later connected with relevant beneficiary banks, brokers and intermediaries to facilitate redressal. These complaints were not per se against any of our services or for non-fulfilment of our obligations, and DOMS only acted as an intermediary to get these complaints resolved.

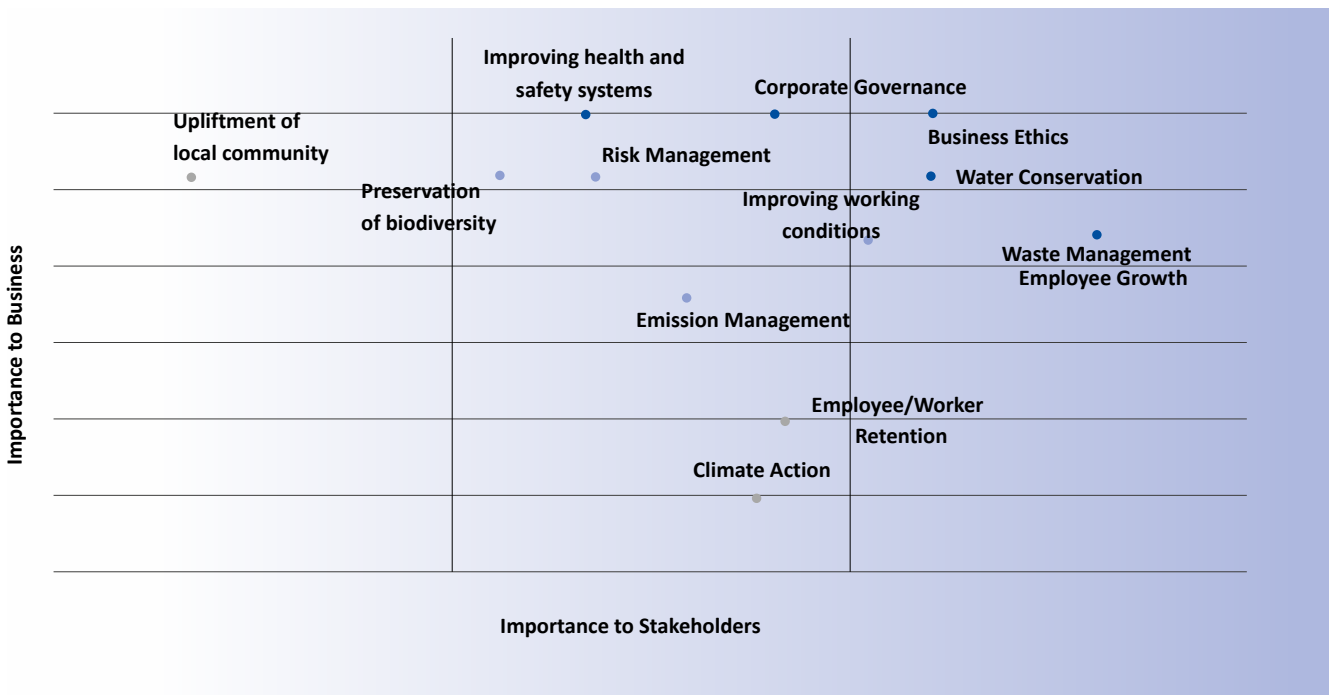
²All consumer complaints were acknowledged and addressed during the year. In cases where we could not procure a response including evidence of legitimacy, the complaints were deemed closed within a period of 20 days.

26. Overview of the entity’s material responsible business conduct issues

Please indicate material responsible business conduct and sustainability issues pertaining to environmental and social matters that present a risk or an opportunity to your business, rationale for identifying the same, approach to adapt or mitigate the risk along-with its financial implications, as per the following format

The Company conducted a materiality assessment to assess those sustainability related matters which are of significance to the business as well as its stakeholders. The assessment involved the following processes:

1. Identification of stakeholders: We evaluated different categories of stakeholders based on their level of dependence and influence of/ on the business, its operations and/or products. Basis that, the following broad categories were identified: shareholders, directors, employees and workers, suppliers, distributors, consumers and local residents.
2. Identification of sustainability matters: We shortlisted some sustainability-linked matters from a broader universe of risks and opportunities faced by the Company. These matters were selected basis the nature of business and applicability of the topics in practical sense.
3. Data Collection and Organisation: A survey was conducted amongst all stakeholders to assess the level of importance each group assigns to select sustainability matters. A total of 58 responses were captured from varied stakeholders.
4. Information Analysis: The survey results were plotted on a heat map to identify topics by their level of importance to the business and its stakeholders.



Basis the assessment, the below issues were identified as material sustainability risks and opportunities:

S. No.	Material issue identified	Indicate whether risk or opportunity (R/O)	Rationale for identifying the risk/ opportunity	In case of risk, approach to adapt or mitigate	Financial implications of the risk or opportunity (Indicate positive or negative implications)
ENVIRONMENT					
1	Emission and Climate Change	Risk	Our primary operations are situated at Umbergaon which is in close proximity to the coastline. Hence, the place is exposed to extreme weather conditions, rising water levels and rising temperatures.	<p>The Company has inhouse ventilation, drainage and fire hydrant systems to protect against extreme events.</p> <p>The Company also practices rainwater harvesting to restore ground water levels in the vicinity.</p> <p>The Company is also insured against losses due to extreme weather events.</p>	Negative
2	Waste Management	Risk	The Company's operations result in generation of different kinds of waste, primarily plastic waste. The Company is tasked with its proper disposal and adherence to allied laws and regulations. We are susceptible to fines or legal action in case of violation.	Kindly refer to Question 3 of Principle 2 for the disposal techniques adopted by the Company for different categories of waste.	Negative
3	Water Conservation	Risk	While our processes are not water intensive, we use water primarily for cooling, cleaning and domestic use. We are dependent on municipal water and groundwater bores for fulfilling our water requirements. Any shortage of water could have an adverse impact on our operations	<p>We practice rainwater harvesting at our Umbergaon facility, using a catchment pond. The harvested water is directed to refill groundwater bores and replenish our fire hydrant tanks.</p> <p>We have further installed ETPs at relevant sites for treatment of water discharged through our processes. The treated water is reused in operations. We are also in the process of installing an STP to treat all water discharge from domestic use.</p> <p>We further reuse water used for cleaning and cooling to limit our water withdrawal to the extent possible.</p>	Negative
SOCIAL					
4	Improving Health and Safety Systems	Risk	Staff members, especially workers working around machines are susceptible to injury from negligence or error. Further, minor to major accidents may occur in the course of work.	<p>We have developed elaborate safety protocols, led by a dedicated HSE team.</p> <p>Our premises are equipped with health and safety equipment for preventive and corrective control.</p> <p>Kindly refer to Question 10 of Principle 3 for more details.</p>	Negative
5	Employee/ Worker Growth & Development	Opportunity	The Company employs more than 9,000 employees and workers (including contract workers). Upskilling and growth of the workforce is of paramount importance and can lead to increasing productivity levels and improved staff morale.	All employees and workers are provided on-field training during the course of work. Unskilled workers are provided special trainings upon meeting specific performance-based criteria. Annual appraisals are conducted for white-collar employees and feedback is given to improve performance at work. Exemplary performance at work is recognized and rewarded at Company events.	Positive

S. No.	Material issue identified	Indicate whether risk or opportunity (R/O)	Rationale for identifying the risk/ opportunity	In case of risk, approach to adapt or mitigate	Financial implications of the risk or opportunity (Indicate positive or negative implications)
GOVERNANCE					
6	Corporate Governance and Business Ethics	Risk & Opportunity	<p>Risk: Like all other businesses, we are susceptible to negligence or override of controls due to human errors or conflicts. It may lead to non-compliance, damage to environment or loss of business.</p> <p>Opportunity: However, with sound governance practices, we can further improve our business results. High levels of integrity can improve work culture and positively impact employee morale.</p>	Our risk management plan addresses all material risks, including sustainability risks. Relevant policies, checks and controls have been implemented to prevent non-compliance or misuse of authority.	Negative (risks) and Positive (opportunities)

SECTION B: MANAGEMENT AND PROCESS DISCLOSURES

Disclosure Questions	P1	P2	P3	P4	P5	P6	P7	P8	P9
1. a. Whether your entity's policy/ policies cover each principle and its core elements of the NGRBCs. (Yes/No)	Y	Y	Y	Y	Y	Y	Y	Y	Y
b. Has the policy been approved by the Board? (Yes/No)	Y	Y	Y	Y	Y	Y	Y	Y	Y
c. Web Link of the Policies, if available	Statutory policies mandated under applicable laws are available on the Company's official website: https://domsindia.com/policies/ .								
2. Whether the entity has translated the policy into procedures. (Yes / No)	Y	Y	Y	Y	Y	Y	Y	Y	Y
3. Do the enlisted policies extend to your value chain partners? (Yes/No)	Y	Y	Y	Y	Y	Y	Y	Y	Y
4. Name of the national and international codes/ certifications/ labels/ standards (e.g. Forest Stewardship Council, Fairtrade, Rainforest Alliance, Trustea) standards (e.g. SA 8000, OHSAS, ISO, BIS) adopted by your entity and mapped to each principle.	The Company is complying with BIS standard IS 9873: Part 1: 2019 and also has EN71 certification that ensure that our products are safe for use by children in India and abroad, wherever applicable. The Company is also certified with the Forest Steward Council's Chain of Custody Certification standard for relevant products. The Company is also in the process of implementing an Integrated Management System that shall combine implementation of ISO 9001 (Quality Management System), ISO 14001 (Environmental Management System) and ISO 45001 (Occupational Health and Safety Management Systems)								
5. Specific commitments, goals and targets set by the entity with defined timelines, if any.	Currently, the Company does not have any specific commitments, goals and targets set. Nevertheless, the Company continues to comply with applicable laws, rules and regulations.								
6. Performance of the entity against the specific commitments, goals and targets along with reasons in case the same are not met.	Not Applicable								
Governance, leadership and oversight									
7. Statement by director responsible for the business responsibility report, (listed entity has flexibility regarding the placement of this disclosure) Provided at the start of the BRSR report	highlighting ESG- related challenges, targets and achievements								
8. Details of the highest authority responsible for implementation and oversight of the Business Responsibility policy (ies).	Santosh Raveshia, Managing Director								

<p>9. Does the entity have a specified Committee of the Board/ Director responsible for decision making on sustainability related issues? (Yes / No). If yes, provide details.</p>	<p>Yes, the Board has delegated sustainability-specific responsibilities to various committees including the Risk Management Committee, Stakeholder Relationship Committee and the Corporate Social Responsibility (CSR) Committee.</p>
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10. Details of Review of NGRBCs by the Company:

Subject for Review	Indicate whether review was undertaken by Director / Committee of the Board/ Any other Committee									Frequency (Annually/ Half yearly/ Quarterly/ Any other – please specify)								
	P1	P2	P3	P4	P5	P6	P7	P8	P9	P1	P2	P3	P4	P5	P6	P7	P8	P9
<p>Performance against above policies and follow-up action</p>	<p>Yes, the management and the Committee of the Board review the adequacy and effectiveness of policies.</p>									<p>All the policies are reviewed annually by the Company. However, specific matters brought to the management or the Committee are reviewed on a need basis.</p>								
<p>Compliance with statutory requirements of relevance to the principles, and rectification of any non-compliances</p>	<p>The Audit Committee oversees compliance with all statutory rules and regulations, including those pertaining to the principles.</p>									<p>The Committee conducts reviews on quarterly or need basis, to ensure compliance with all laws and regulations.</p>								

<p>11. Has the entity carried out independent assessment/ evaluation of the working of its policies by an external agency? (Yes/No). If yes, provide name of the agency.</p>	<table border="1"> <thead> <tr> <th>P1</th><th>P2</th><th>P3</th><th>P4</th><th>P5</th><th>P6</th><th>P7</th><th>P8</th><th>P9</th> </tr> </thead> <tbody> <tr> <td colspan="9" data-bbox="798 925 1445 985"> <p>Currently, the Company conducts internal assessments to ensure that the policies are effective and being efficiently followed.</p> </td> </tr> </tbody> </table>	P1	P2	P3	P4	P5	P6	P7	P8	P9	<p>Currently, the Company conducts internal assessments to ensure that the policies are effective and being efficiently followed.</p>								
P1	P2	P3	P4	P5	P6	P7	P8	P9											
<p>Currently, the Company conducts internal assessments to ensure that the policies are effective and being efficiently followed.</p>																			

12. If answer to question (1) above is “No” i.e. not all Principles are covered by a policy, reasons to be stated:

Not applicable. Our policies cover all nine NGRBC principles.

SECTION C: PRINCIPLE WISE PERFORMANCE DISCLOSURE

PRINCIPLE 1

Businesses should conduct and govern themselves with integrity, and in a manner that is Ethical, Transparent and Accountable.

Essential Indicators

1. Percentage coverage by training and awareness programs on any of the Principles during the financial year:

Segment	Total number of training and awareness programs held	Topics/ principles covered under the training and its impact	Percentage of persons in respective category covered by the awareness programs
<p>Board of Directors</p>	<p>1</p>	<p>The Board and KMPs are briefed on relevant sustainability-related matters from time to time. These include updates on regulations & compliances, internal control improvements, talent retention, health & safety and governance practices. Since most of these trainings are part of Board/Committee meetings, they have not been included in the count separately.</p>	<p>100%</p>
<p>Key Managerial</p>	<p>1</p>		<p>100%</p>
<p>Personnel</p>			

Segment	Total number of training and awareness programs held	Topics/ principles covered under the training and its impact	Percentage of persons in respective category covered by the awareness programs
Employees other than BoD and KMPs	8	The trainings primarily covered health and safety related topics including:	100% ¹
Workers	5	<ol style="list-style-type: none"> 1. Machine handling and closure 2. Material handling 3. Fire Safety 4. First Aid and CPR 5. Emergency preparedness 6. Code of Conduct 7. POSH <p>Apart from these, employees/workers are also provided on the job training individually or in groups which is specific to their function/role. These trainings are not included in the total number given alongside.</p>	100% ¹

¹All Employees/Workers are covered under at least one of the topics

2. Details of fines / penalties /punishment/ award/ compounding fees/ settlement amount paid in proceedings (by the entity or by directors / KMPs) with regulators/ law enforcement agencies/ judicial institutions, in the financial year, in the following format (Note: the entity shall make disclosures on the basis of materiality as specified in Regulation 30 of SEBI (Listing Obligations and Disclosure Obligations) Regulations, 2015 and as disclosed on the entity's website):

There have been no such instances for the financial year 2023-24.

Monetary					
	NGRBC Principle	Name of the regulatory/ enforcement agencies/ judicial institutions	Amount (in ₹)	Brief of the Case	Has an appeal been preferred? (Yes/ No)
Penalty/ Fine					
Settlement			None		
Compounding fee					

Non-Monetary					
	NGRBC Principle	Name of the regulatory/ enforcement agencies/ judicial institutions	Brief of the Case	Has an appeal been preferred? (Yes/No)	
Imprisonment					
Punishment			None		

3. Of the instances disclosed in Question 2 above, details of the Appeal/ Revision preferred in cases where monetary or non-monetary action has been appealed.

Not applicable

4. Does the entity have an anti-corruption or anti-bribery policy? If yes, provide details in brief and if available, provide a web-link to the policy.

- The Company's Code of Conduct and Ethics, Code of Conduct for Directors and Senior Management and Responsible Supply Chain Policy contain provisions for anti-corruption and anti-bribery, which applies to all directors, employees and value chain partners to the extent of their work with the Company. These policies can be accessed on <https://domsindia.com/policies/>
- We are committed to building a culture of high integrity and prohibit the use of corruption in any form, including providing, accepting, or soliciting bribe, kickbacks or facilitation payments from competitors, vendors, suppliers, customers, or others that do business or are trying to do business with DOMS.
- The policy also extends to gifts, contributions, and hospitality received and made by stakeholders in the course of work. We strive to ensure that all transactions are undertaken at arm's length and do not impair our bias and judgement.
- The Company abides by the provisions of Prevention of Corruption Act, 1988 (India), or equivalent Acts in case of international business at all times.

5. Number of Directors/KMPs/employees/workers against whom disciplinary action was taken by any law enforcement agency for the charges of bribery/ corruption:

There have been no such instances.

6. Details of complaints with regard to conflict of interest:

	FY 2023-24		FY 2022-23	
	Number	Remarks	Number	Remarks
Number of complaints received in relation to issues of Conflict of Interest of the Directors				
Number of complaints received in relation to issues of Conflict of Interest of the KMPs				

There have been no such complaints against the directors or KMPs. We ensure that all transactions are conducted at arm's length without bias to any personal interests.

7. Provide details of any corrective action taken or underway on issues related to fines / penalties / action taken by regulators/ law enforcement agencies/ judicial institutions, on cases of corruption and conflicts of interest.

Not applicable.

8. Number of days of accounts payables ((Accounts payable *365) / Cost of goods and services procured) in the following format:

Particulars	FY 2023-24	FY 2022-23
Number of days of accounts payables*	36 days	40 days

*We have considered average of accounts payable at the opening and closing of the year, which is more representative of the business activity throughout the year.

9. Open-ness of business:

Provide details of concentration of purchases and sales with trading houses, dealers, and related parties along-with loans and advances & investments, with related parties, in the following format:

Parameter	Metrics	FY 2023-24	FY 2022-23
Concentration of Purchases ¹	a. Purchases from trading houses as % of total purchases	2.12%	2.26%
	b. Number of trading houses where purchases are made from	5	5
	c. Purchases from top 10 trading houses as % of total purchases from trading houses	100%	100%
Concentration of Sales ²	a. Sales to dealers/ distributors as % of total sales	78.83%	76.83%
	b. Number of dealers / distributors to whom sales are made	124	122
	c. Sales to top 10 dealers/ distributors as % of total sales to dealers / distributors	42.49%	43.30%
Share of RPTs in	a. Purchases (Purchases with related parties / total Purchases)	10.58%	9.62%
	b. Sales (Sales to related parties / total sales)	8.48%	10.80%
	c. Loans & advances (Loans & advances given to related parties/ total loans & advances)	0% ³	0% ³
	d. Investments (Investments in related parties/ total Investments made)	100% ³	100% ³

¹This constitutes foreign import-export trade houses

²This constitutes sales through super stockists with whom we have a distributorship arrangement

³based on balances as on March, 31 of the respective years

PRINCIPLE 2

Businesses should provide goods and services in a manner that is sustainable and safe

Essential Indicators

1. **Percentage of R&D and capital expenditure (capex) investments in specific technologies to improve the environmental and social impacts of product and processes to total R&D and capex investments made by the entity, respectively.**

(₹ in lakhs)

Particulars	FY 2023-24	FY 2022-23	Details of improvements in environmental and social impacts
R&D	-	-	Refer note below
Capex	210.15 (1.73%)	31.44 (0.25%)	Refer note below

Note:**Research and Development Process:**

Our research and development team ensure that our products are safe, non-toxic, user friendly, cost-effective and involve minimum wastage. Over the years, the Company has constantly built on its learning curve and has introduced numerous interventions that have a positive environmental and social impact. These include use of recycled material, inhouse recycling, product safety compliance and product reassessments.

These processes have been developed over time and hence no research and development costs are specifically allocable to these activities.

Capital Expenditure:

The Company regularly makes capital expenditure in technologies/ equipment that contribute positively to environment and other social factors. The Company has invested in Rainwater harvesting, Effluent treatment plants and sound safety and security systems.

2. **a. Does the entity have procedures in place for sustainable sourcing? (Yes/No)**

Due care and diligence are exercised when evaluating our supplier partners, especially for their market standing, governance practices and product quality. To extend this vigilance to other environmental and social factors, the Company has instated a Responsible Supply Chain Policy which shall cover all value chain partners of the Company.

- b. If yes, what percentage of inputs were sourced sustainably?**

The percentage of inputs sourced sustainably has not been determined yet.

3. **Describe the processes in place to safely reclaim your products for reusing, recycling and disposing at the end of life, for (a) Plastics (including packaging) (b) E-waste (c) Hazardous waste and (d) other waste.**

Type of waste	Process
Plastic Waste	<p><u>Post-consumer Plastic Waste</u></p> <p>In line with the Extended Producer Responsibility (EPR) norms applicable to our Company, we have tied up with a registered third-party Plastic Waste Processor (PWP) for collection of post-consumer plastic wastes on our behalf. Plastic waste so collected is suitably recycled and the Company is granted 'Certificate of Recycling' to this extent.</p> <p><u>Pre-consumer Plastic Waste</u></p> <p>The Company re-uses most of its polymer-based waste generated in its manufacturing processes. Many of its plastic-based drums are also sent back to the suppliers after use. The remaining plastic scrap is sold to plastic scrap dealers who further recycle the product.</p>
Electronic Waste	E-waste generated as a result of our operations is either reused internally or sold to third-party vendors that manage the waste suitably.
Hazardous Waste	Waste water is treated through inhouse ETP plants. Residual waste is collected by authorized vendors for proper disposal. All hazardous wastes are being disposed as per the Hazardous Wastes Management Rules.
Sawdust	The Company recycles sawdust from processing of wood-based products to produce wood briquettes. These briquettes are used for heating (as a replacement to other forms of fuel/energy) and the balance are sold off to dealers for resale.
Others	Other waste, including scrap cardboard, paper-based waste or metal scraps are disposed off to scrap dealers for recycling and disposal.

4. Whether Extended Producer Responsibility (EPR) is applicable to the entity's activities (Yes / No). If yes, whether the waste collection plan is in line with the Extended Producer Responsibility (EPR) plan submitted to Pollution Control Boards? If not, provide steps taken to address the same.

Yes, Extended Producer Responsibility under the Plastic Waste Management Rules, 2016 is applicable to the Company. We are registered as Brand Owners with the Central Pollution Control Board and have submitted our plan for collection of plastic waste through registered third-party agencies, which is in line with the requirements of the Rules. We have met our targets for FY 2022-23 and FY 2023-24.

PRINCIPLE 3

Businesses should respect and promote the well-being of all employees, including those in their value chains

Essential Indicators

1. a. Details of measures for the well-being of employees:

Category	% of employees covered by										
	Total (A)	Health insurance		Accident insurance		Maternity benefits		Paternity Benefits		Day Care facilities	
		Number (B)	% (B / A)	Number (C)	% (C / A)	Number (D)	% (D / A)	Number (E)	% (E / A)	Number (F)	% (F / A)
Permanent employees*											
Male	4209	3746	89%	4209	100%	N.A.	N.A.	-	-	-	-
Female	4536	4502	99%	4536	100%	4536	100%	N.A.	N.A.	-	-
Total	8745	8248	94%	8745	100%	4536	100%	-	-	-	-

*'Permanent employees' includes all personnel on rolls of the Company

b. Details of measures for the well-being of workers:

Category	% of workers covered by										
	Total (A)	Health insurance		Accident insurance		Maternity benefits		Paternity Benefits		Day Care facilities	
		Number (B)	% (B / A)	Number (C)	% (C / A)	Number (D)	% (D / A)	Number (E)	% (E / A)	Number (F)	% (F / A)
Permanent workers[®]											
Male	2963	2963	100%	2963	100%	N.A.	N.A.	-	-	-	-
Female	4398	4398	100%	4398	100%	4398	100%	N.A.	N.A.	-	-
Total	7361	7361	100%	7361	100%	4398	100%	-	-	-	-
Other than Permanent workers[#]											
Male	205	205	100%	205	100%	N.A.	N.A.	-	-	-	-
Female	205	205	100%	205	100%	205	100%	N.A.	N.A.	-	-
Total	410	410	100%	410	100%	410	100%	-	-	-	-

[®] Permanent workers are on rolls of the Company but do not perform managerial, administrative or supervisory role.

[#] Other than Permanent Workers include workforce hired through third party job contracts

c. Spending on measures towards well-being of employees and workers (including permanent and other than permanent) in the following format –

	FY 2023-24	FY 2022-23
Cost incurred on well- being measures as a % of total revenue of the Company*	1.56%	1.22%

*This cost includes payments towards group mediclaim and accident insurance, employer's contribution to ESIC, Provident Fund and Gratuity and other staff welfare expenses

2. Details of retirement benefits, for Current FY and Previous Financial Year.

Benefits	FY 2023-24			FY 2022-23		
	No. of employees covered as a % of total employees	No. of workers covered as a % of total workers	Deducted and deposited with the authority (Yes/No/N.A.)	No. of employees covered as a % of total employees	No. of workers covered as a % of total workers	Deducted and deposited with the authority (Yes/No/N.A.)
PF	99%	100%	Yes	99%	99%	Yes
Gratuity ¹	100%	100%	Yes	100%	100%	Yes
ESI	88%	100%	Yes	0.23% ²	0.18% ²	Yes

¹All eligible employees and workers are granted gratuity in accordance with Payment of Gratuity Act 1972

²Before the Notification F. No. S-38013/12/2023-SS-I under the Gazette of India, only select employees were covered under ESIC because of absence of ESIC-approved hospital in the vicinity

3. Accessibility of workplaces

Are the premises / offices of the entity accessible to differently abled employees and workers, as per the requirements of the Rights of Persons with Disabilities Act, 2016? If not, whether any steps are being taken by the entity in this regard.

Yes, the premises of the entity are accessible by differently abled employees and workers, as per the requirements of the Rights of Persons with Disabilities Act, 2016. The premises are equipped with:

- Lifts
- Wheelchair-friendly ramps, wherever needed for easy mobility
- Accessible washrooms, and
- Accessible parking facilities

The Company strives to maintain infrastructure that is suitable and accessible for use by differently-abled employees and workers.

4. Does the entity have an equal opportunity policy as per the Rights of Persons with Disabilities Act, 2016? If so, provide a web-link to the policy.

The Company's Code of Conduct and Ethics and Human Rights Policy contain provisions for non-discrimination at workplace. These policies can be accessed on <https://domsindia.com/policies/>. The Company prides itself in creating a workplace culture that provides equal opportunities to all, including persons with disability. We currently employ 28 Person with disability all of whom are given equal pay vis-à-vis fellow workers engaged in similar jobs.

5. Return to work and Retention rates of permanent employees and workers that took parental leave.

Gender	Permanent employees		Permanent workers	
	Return to work rate	Retention rate	Return to work rate	Retention rate
Male				
Female				
Total				Not applicable ¹

¹None of the employees or workers have availed parental leaves during FY 2023-24, accordingly return to work rate and retention rate is not applicable.

6. Is there a mechanism available to receive and redress grievances for the following categories of employees and worker? If yes, give details of the mechanism in brief.

	Details of the mechanism
Permanent Workers Other than Permanent Workers	<ul style="list-style-type: none"> • Grievance Submission: All employees and workers can submit their grievance to their supervisor or manager. In case the matter involves the supervisor or manager, the grievance may be raised directly with the department head or the Human Resources department ('addressed person'). The grievance should detail the nature of the complaint, any relevant dates or witnesses, and the desired outcome.
Permanent Employees Other than Permanent Employees	<ul style="list-style-type: none"> • Acknowledgement: The addressed person will acknowledge receipt of the grievance within 2-4 business days. • Investigation: The addressed person will conduct a fair and impartial investigation, gathering information from all parties involved. • Resolution: Based on the investigation findings, the addressed person will attempt to reach a fair and appropriate resolution for all parties involved. This may involve mediation, disciplinary action, or other solutions as deemed necessary. • Appeal: If the employee is not satisfied with the initial resolution, they have the right to appeal to the senior leadership or through the Whistleblower and Vigil Mechanism.

7. Membership of employees and worker in association(s) or Unions recognised by the listed entity:

Category	FY 2023-24			FY 2022-23		
	Total employees / workers in respective category (A)	No. of employees / workers in respective category, who are part of association(s) or Union (B)	% (B / A)	Total employees / workers in respective category (C)	No. of employees/ workers in respective category, who are part of association(s) or Union (D)	% (D / C)
Total Permanent Employees	8745	-	-	7713	-	-
- Male	4209	-	-	3671	-	-
- Female	4536	-	-	4042	-	-

Category	FY 2023-24			FY 2022-23		
	Total employees / workers in respective category (A)	No. of employees / workers in respective category, who are part of association(s) or Union (B)	% (B / A)	Total employees / workers in respective category (C)	No. of employees / workers in respective category, who are part of association(s) or Union (D)	% (D / C)
Total Permanent Workers	7361	-	-	6559	-	-
- Male	2963	-	-	2639	-	-
- Female	4398	-	-	3920	-	-

Note: The Company has an open policy and allows full freedom of association, however none of our employees or workers are part of any associations or unions.

8. Details of training given to employees and workers:

Category	FY 2023-24					FY 2022-23				
	Total (A)	On Health and safety measures		On Skill upgradation		Total (D)	On Health and safety measures		On Skill upgradation	
		No. (B)	% (B / A)	No. (C)	% (C / A)		No. (E)	% (E / D)	No. (F)	% (F / D)
Employees¹										
Male	4209	3283	78%	3283	78%	3671	2896	79%	2896	79%
Female	4536	4436	98%	4436	98%	4042	3949	98%	3949	98%
Total	8745	7719	88%	7719	88%	7713	6845	89%	6845	89%
Workers¹										
Male	3168	3168	100%	3168	100%	2935	2935	100%	2935	100%
Female	4603	4603	100%	4603	100%	4201	4201	100%	4201	100%
Total	7771	7771	100%	7771	100%	7136	7136	100%	7136	100%

¹This information relates to both permanent and non-permanent employees and workers. Basic health and safety trainings are provided to all production related staff at least once after joining. Specialized trainings are provided based on plant-specific health and safety measures applicable to employees/workers of that plant or department. Skill upgradation trainings are largely on-field trainings provided to production-related staff to enhance their productivity or during transfer to another department.

9. Details of performance and career development reviews of employees and worker:

Category	FY 2023-24			FY 2022-23		
	Total (A)	No. (B)	% (B / A)	Total (C)	No. (D)	% (D / C)
Employees¹						
Male	4209	1246	30%	3671	1022	28%
Female	4536	138	3%	4042	119	3%
Total	8745	1384	16%	7713	1141	15%
Workers²						
Male	2963	-	-	2639	-	-
Female	4398	-	-	3920	-	-
Total	7361	-	-	6559	-	-

¹This information relates to permanent employees and workers. As of now, only white-collar staff is covered under performance reviews, which happen at the time of yearly appraisals.

²In case of workers, while there is no formal performance review, regular feedback is given.

10. Health and safety management system:

a. Whether an occupational health and safety management system has been implemented by the entity? (Yes/ No). If yes, the coverage such system?

Yes, the Company has a dedicated staff of 25+ persons that takes care of health and safety management system in the Company premises. All employees and workers that work at our premises are covered under the system which involves the following:

- Policy: The Company has a detailed 'Health, Safety and Environment (HSE) Policy' that covers all critical health and safety risks within the Company.
- Fire Safety: The Company maintains a pump house, fire tanks, different grades of fire equipment and a fully functional fire hydrant network within its manufacturing premises. We have installed fire alarm systems and sprinklers at relevant spots for fire risk mitigation.

- **Health Management:** The Company has an inhouse Occupational Health Center (OHC), that provides immediate support in case of health issues or accidents. The premises are also equipped with first aid kits, oxygen cylinders, ECG devices, BiPAP machines and CPR kits for exigencies.
- **Accident Management:** The Company has a 24*7 ambulance that provides immediate support in case of emergencies. All accidents and injuries are systematically recorded and inspected in line with the 'Accident Reporting and Inspection Policy'. A joint investigation is conducted in severe cases and remedial actions are taken. All employees are covered insured against accidents through the Company's workmen compensation policy or the ESIC policy.
- **Safety Equipment:** Employees and workers are provided with relevant PPE (equipment) such as hand gloves, masks, googles, safety shoes, aprons, noise-reducing ear muffs and helmets based on their nature of work.
- **Safety Approvals:** The HSE team monitors health and safety hazards and mandates 'Safety Work Approvals' for high-risk jobs such as welding, working at high-elevation, etc. Proper registers and approval systems are maintained to ensure strict compliance.
- **Trainings:** All production facing employees are provided basic health and safety training after joining. Specialized trainings are provided based on plant-specific health and safety measures applicable to employees/workers of that plant or department.

b. What are the processes used to identify work-related hazards and assess risks on a routine and non-routine basis by the entity?

- Each production-related department is inspected for health and safety hazards at least on a monthly basis. The responsible HSE officer communicates health and safety related observations, including areas of non-compliance or points of feedback to the respective department head in the form of an 'Inter-Office Memo'. Follow-ups are conducted with department heads to ensure implementation of the recommendations.
- The HSE staff follows an internal Standard Operating Procedure (SOP) for periodic inspection of overall safety and health equipment and processes.

c. Whether you have processes for workers to report the work-related hazards and to remove themselves from such risks. (Yes/No)

Yes, the HSE staff regularly interacts with the department heads and workers to monitor health and safety controls. The staff takes feedback on any specific concerns and areas of improvement, and provides necessary support for remedial action.

d. Do the employees/ worker of the entity have access to non-occupational medical and healthcare services? (Yes/ No)

Yes. The Company's premises are equipped with oxygen cylinders, ECG devices, BiPAP machines and CPR kits at all times. All employees periodically undergo free health check-up at the Company's OHC lab. Further, the Company arranges special doctor visits twice a month for employees to take free medical advice on specific health conditions. The Company has also taken group health insurance for specific employees who are not already covered under ESIC.

11. Details of safety related incidents, in the following format:

Safety Incident/Number	Category	FY 2023-24	FY 2022-23
Lost Time Injury Frequency Rate (LTIFR) (per one million-person hours worked)	Employees*	0.14	0.10
	Workers#	1.55	1.46
Total recordable work-related injuries (number of injuries)	Employees*	6	11
	Workers#	53	55
No. of fatalities	Employees*	-	-
	Workers#	-	-
High consequence work-related injury or ill-health (excluding fatalities)	Employees*	-	-
	Workers#	-	2

* Employees, for the purposes of this table, excludes workers.

Workers includes contract workforce.

12. Describe the measures taken by the entity to ensure a safe and healthy work place.

Kindly refer to Question 10 relating to Health and Safety Management System above.

13. Number of Complaints on the following made by employees and workers:

	FY 2023-24			FY 2022-23		
	Filed during the year	Pending resolution at the end of year	Remarks	Filed during the year	Pending resolution at the end of year	Remarks
Working Conditions ¹	-	-	-	-	-	-
Health & Safety ¹	-	-	-	-	-	-

¹No such complaints were received from employees or workers

14. Assessments for the year:

	% of your plants and offices that were assessed (by entity or statutory authorities or third parties)
Health and safety practices	100% of our manufacturing plants were assessed by the entity’s HSE department for health, safety and
Working Conditions	working conditions

15. Provide details of any corrective action taken or underway to address safety-related incidents (if any) and on significant risks / concerns arising from assessments of health & safety practices and working conditions.

Department specific recommendations were communicated to respective department heads through ‘Inter-office memos’ for implementation. Necessary support in terms of equipment and infrastructural modification was also provided, wherever relevant.

PRINCIPLE 4 **Businesses should respect the interests of and be responsive to all its stakeholders**

Essential Indicators

1. Describe the processes for identifying key stakeholder groups of the entity.

The Company has introduced ‘Stakeholder Engagement Policy’ which identifies stakeholders that impact or are impacted by our operations or existence. It also outlines our responsibilities and methods of engagement towards each of these stakeholders.

The Company also conducted a Materiality Assessment, wherein different stakeholders were identified based on the following parameters:

- i. Dependency** - direct or indirect effect of the Company’s products, services, activities, or performance on the stakeholder group; or vice versa.
- ii. Responsibility** - whether the Company is directly or indirectly accountable to the stakeholder group.
- iii. Influence** - whether the Company directly or indirectly influences or impacts the group’s interests, performance or existence; or vice versa.

Basis the above assessment, the following groups were identified as stakeholders of the Company: shareholders, investors, directors, employees, workers, suppliers, super stockiest, distributors and retailers, consumers, regulators & government authorities, industry associations and local communities.

2. List stakeholder groups identified as key for your entity and the frequency of engagement with each stakeholder group.

Stakeholder Group	Whether identified as Vulnerable & Marginalized Group (Yes/No)	Channels of Communication	Frequency of Engagement	Purpose and scope of engagement including key topics and concerns raised during such engagement
Shareholders & Investors	No	<ul style="list-style-type: none"> ● Investor/Analyst calls ● General Meetings 	Quarterly Annually or on need basis	<ul style="list-style-type: none"> i. Business performance and updates ii. Growth plans iii. Investor Presentation iv. Voting on Company matters v. Grievance redressal vi. Information requests vii. Regulatory filings

Stakeholder Group	Whether identified as Vulnerable & Marginalized Group (Yes/No)	Channels of Communication	Frequency of Engagement	Purpose and scope of engagement including key topics and concerns raised during such engagement
		<ul style="list-style-type: none"> Stock exchange filings 	Quarterly and when required otherwise	
		<ul style="list-style-type: none"> Direct E-mails/ through RTA Press releases Company Website 	Periodically on need basis	
Employees, Workers and Directors	No	<ul style="list-style-type: none"> Notice Board Townhalls and events Emails, phone calls In person and virtual meetings HR Department 	Ongoing	<ol style="list-style-type: none"> Function-specific briefings and discussions Health & Safety trainings Management address & business review Performance reviews and appraisal
Customers	No	<ul style="list-style-type: none"> DOMS Dealer Management System Sales fleet and relationship managers Zonal/ regional managers Emails Management visits/ virtual meetings Events and industry meet-ups Dealer Meets 	Ongoing	<ol style="list-style-type: none"> Distributorship/ sales agreement Inventory mapping and purchases Market Feedback New product launches Business expansion Billing and delivery
Suppliers	No	<ul style="list-style-type: none"> Procurement officers and business heads Emails and telephonic conversations Management visits/ virtual meetings Events and industry meet-ups 	Ongoing	<ol style="list-style-type: none"> Product specifications Negotiation, billing and delivery Inventory mapping and purchases Quality checks
Consumers	No	<ul style="list-style-type: none"> Dedicated consumer care team E-mails and telephonic conversations Online/ offline surveys, contests or competitions Marketing campaigns including social media, online ads, hoardings and paid promotions Product labels 	Ongoing	<ol style="list-style-type: none"> Product specifications Product Feedback Product quality and safe use Grievance redressal Delivery or packaging Queries Brand awareness and marketing
Local Communities	No	<ul style="list-style-type: none"> Visits Meetings/ Through industry associations Telephonic conversations CSR Initiatives 	Periodically on a need basis	<ol style="list-style-type: none"> Business Updates On-field assistance Biodiversity, safety and hygiene

Stakeholder Group	Whether identified as Vulnerable & Marginalized Group (Yes/No)	Channels of Communication	Frequency of Engagement	Purpose and scope of engagement including key topics and concerns raised during such engagement
Government & regulators	No	<ul style="list-style-type: none"> Meetings & virtual conferences Events Email 	Ongoing	<ul style="list-style-type: none"> i. Regulatory compliances ii. Advocacy through industry associations
Industry associations	No	<ul style="list-style-type: none"> Meetings & virtual conferences Events Email 	Ongoing	<ul style="list-style-type: none"> i. Industry updates ii. Knowledge sharing iii. Business collaboration iv. Policy advocacy

PRINCIPLE 5

Businesses should respect and promote human rights

Essential Indicators

1. Employees and workers who have been provided training on human rights issues and policy(ies) of the entity, in the following format:

Category	FY 2023-24			FY 2022-23		
	Total (A)	No. of employees/workers covered (B)	% (B / A)	Total (C)	No. of employees/workers covered (D)	% (D / C)
Employees						
Permanent	8745	8745	100%	7713	7713	100%
Other than permanent	-	-	-	-	-	-
Total Employees	8745	8745	100%	7713	7713	100%
Workers						
Permanent	7361	7361	100%	6559	6559	100%
Other than permanent	410	410	100%	577	577	-
Total Workers	7771	7771	100%	7136	7136	100%

2. Details of minimum wages paid to employees and workers, in the following format:

Category	FY 2023-24					FY 2022-23				
	Total (A)	Equal to Minimum wage		More than Minimum wage		Total (D)	Equal to Minimum wage		More than Minimum wage	
		No. (B)	% (B / A)	No. (C)	% (C / A)		No. (E)	% (E / D)	No. (F)	% (F / D)
Employees										
Permanent	8745	7295	83%	1450	17%	7713	6460	84%	1253	16%
Male	4209	2894	69%	1315	31%	3671	2635	72%	1036	28%
Female	4536	4401	97%	135	3%	4042	3825	95%	217	5%
Other than Permanent	-	-	-	-	-	-	-	-	-	-
Male	-	-	-	-	-	-	-	-	-	-
Female	-	-	-	-	-	-	-	-	-	-
Workers										
Permanent	7361	7230	98%	131	2%	6559	6433	98%	126	2%
Male	2963	2867	97%	96	3%	2639	2626	99.5%	13	0.5%
Female	4398	4363	99%	35	1%	3920	3807	97%	113	3%
Other than Permanent	410	410	100%	-	-	577	577	100%	-	-
Male	205	205	100%	-	-	296	296	100%	-	-
Female	205	205	100%	-	-	281	281	100%	-	-

3. Details of remuneration/salary/wages

a. Median remuneration / wages (₹ in lakhs)

	Male		Female	
	Number	Median remuneration/ salary/ wages of respective category	Number	Median remuneration/ salary/ wages of respective category
Board of Directors (BoD) ¹	3	116.88	1	116.88
Key Managerial Personnel ²	2	39.44	-	-
Employees other than BoD and KMP ³	4204	1.52 ⁴	4535	1.45 ⁴
Workers	2963	1.45 ⁴	4398	1.45 ⁴

¹BoD includes Managing Director (MD) and Whole-time Directors

²Key Managerial Personnel excluding directors

³Employees includes permanent workers but excludes BOD and KMP's

⁴These figures are annualized and pertain to employees and workers as on March 31, 2024

b. Gross wages paid to females as % of total wages paid by the entity, in the following format:

	FY 2023-24	FY 2022-23
Gross wages paid to females as % of total wages	45%	43%

4. Do you have a focal point (Individual/ Committee) responsible for addressing human rights impacts or issues caused or contributed to by the business? (Yes/No)

Yes. The Company has an 'Internal Complaints Committee' that handles human rights complaints, including complaints on sexual harassment. The Committee comprises of four persons, including an external consultant and is presided by a senior female employee. Further, employees or workers are encouraged to communicate any grievances to their respective supervisors or the HR department.

5. Describe the internal mechanisms in place to redress grievances related to human rights issues.

The Committee addresses grievances related to human rights issues using the following two mechanisms:

i. Resolution through conciliation

If any complaint is received by stakeholders, before initiating the inquiry, the Committee if requested by the aggrieved person shall undertake necessary steps to conciliate the complaint between the complainant and the person/s against whom the complaint is filed.

ii. Resolution through formal inquiry

- In case of a formal inquiry, the Committee members hear the complainant and record the allegations. The complainant may also submit corroborative material to substantiate the complaint.
- The Committee members investigate the matter, which may include inquiring with the person/s against whom the complaint is filed, collecting evidence through witnesses and involving such other persons for conducting tasks relevant to the investigation.
- The Committee provides every reasonable opportunity to the complainant and the person/s against whom the complaint is filed for putting forward and defending their respective case.
- While conducting the inquiry, a minimum of three Committee members including the Presiding Officer are present. The employer is required to provide all necessary assistance for the purpose of ensuring full, effective and speedy implementation of the policy.
- Where violation occurs as a result of an act or omission by any third party or outsider, the Company shall take all necessary steps and reasonable to assist the affected person in terms of support and preventive action.
- The inquiry is completed with submission of the Inquiry Report, within 90 days from the date on which the inquiry is commenced and relevant disciplinary action is taken by the employer. The inquiry procedure is conducted with absolute fairness to all parties.

6. Number of Complaints on the following made by employees and workers:

	FY 2023-24			FY 2022-23		
	Filed during the year	Pending resolution at the end of year	Remarks	Filed during the year	Pending resolution at the end of year	Remarks
Sexual Harassment						
Discrimination at workplace						
Child Labour						
Forced Labour/ Involuntary Labour						
Wages						
Other human Rights related issues						

No such complaints were filed by any employees or workers

7. Complaints filed under the Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013, in the following format:

	FY 2023-24	FY 2022-23
Total Complaints reported under Sexual Harassment on of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 (POSH)	-	-
Complaints on POSH as a % of female employees / workers	-	-
Complaints on POSH upheld	-	-

8. Mechanisms to prevent adverse consequences to the complainant in discrimination and harassment cases.

We have a detailed mechanism to prevent adverse consequences to the complainant in our Human Rights Policy, Whistleblower and Vigil Mechanism and Grievance Redressal Policy for Prevention of Sexual Harassment at Workplace

The identity of the complainant, person/s against whom the complaint is filed, witnesses, statements and other evidence obtained in the course of inquiry process, recommendations of the Committee, action taken by the employer is considered as confidential material, and not published or made known to public or media. Any person contravening the confidentiality clauses is subject to disciplinary action.

During pendency of the inquiry, on a written request made by the complainant, the Committee may recommend to the employer to provide interim relief in the form of transfer, leave or other relief that may be appropriate to prevent adverse consequences to the complainant.

9. Do human rights requirements form part of your business agreements and contracts? (Yes/No)

The Company has initiated the process of including human rights requirements in all its new business agreements and contracts. For FY 23-24, the Company had implemented a Code of Conduct that addressed these issues. Further, we exercise due care when contracting with external vendors and partners, and keep an active vigil for any human rights violations.

10. Assessments for the year:

	% of your plants and offices that were assessed (by entity or statutory authorities or third parties)
Child labour	All plants and offices are assessed internally for these matters, including compliance with laws that inhibit these acts. Further, the Company’s internal audit also covers inspection for child labour and wages.
Forced/involuntary labour	
Sexual harassment Discrimination at workplace	
Wages	

11. Provide details of any corrective actions taken or underway to address significant risks / concerns arising from the assessments at Question 10 above.

No adverse findings relating to human rights were observed during the internal assessment

PRINCIPLE 6

Businesses should respect and make efforts to protect and restore the environment

Essential Indicators

1. Details of total energy consumption (in Giga Joules ('GJ')) and energy intensity:

Parameter	FY 2023-24	FY 2022-23
From renewable sources		
Total electricity consumption (A)	-	-
Total fuel consumption (B)	-	-
Energy consumption through other sources [Recycled wood briquettes] (C)	46,997	42,186
Total energy consumed from renewable sources (A+B+C)	46,997	42,186
From non-renewable sources		
Total electricity consumption (D)	1,76,637	1,31,508
Total fuel consumption (E)	2,516	2,324
Energy consumption through other sources (F)	-	-
Total energy consumed from non-renewable sources (D+E+F)	1,79,152	1,33,832
Total energy consumed (A+B+C+D+E+F) (in GJ)	2,26,150	1,76,018
Energy intensity per rupee of turnover (Total energy consumed / Revenue from operations) [GJ per ₹ lakh]	1.63	1.63
Energy intensity (joules) per rupee of turnover adjusted for Purchasing Power Parity (PPP) (Total energy consumed / Revenue from operations adjusted for PPP) [GJ per USD lakh]	37.29	37.21
Energy intensity in terms of physical Output [GJ per million numbers¹]	84.57	65.11

¹The unit of measurement varies for each product category, hence we have taken number of products produced consistently across both the years.

Note: Indicate if any independent assessment/ evaluation/ assurance has been carried out by an external agency? (Yes/No) If yes, name of the external agency.

No such independent assessment has been conducted

2. Does the entity have any sites / facilities identified as designated consumers (DCs) under the Performance, Achieve and Trade (PAT) Scheme of the Government of India? (Yes/No) If yes, disclose whether targets set under the PAT scheme have been achieved. In case targets have not been achieved, provide the remedial action taken, if any.

No, the entity does not have any sites/ facilities identified as DCs under the PAT scheme.

3. Provide details of the following disclosures related to water, in the following format:

Parameter	FY 2023-24	FY 2022-23
Water withdrawal by source (in kilolitres ('KL'))		
(i) Surface water	-	-
(ii) Groundwater	7,840	4,752
(iii) Third party water	10,304	7,943
(iv) Seawater / desalinated water	-	-
(v) Others	-	-
Total volume of water withdrawal (in kilolitres) (i + ii + iii + iv + v)	18,144	12,695
Total volume of water consumption (in kilolitres)	18,144	12,695
Water intensity per rupee of turnover (Total water consumption / Revenue from operations) [KL per ₹ lakh]	0.13	0.12
Water intensity per rupee of turnover adjusted for Purchasing Power Parity (PPP) (Total water consumption / Revenue from operations adjusted for PPP) [KL per USD lakh]	2.99	2.68
Water intensity in terms of physical Output [KL per million numbers¹]	6.78	4.70

¹The unit of measurement varies for each product category, hence we have taken number of products produced consistently across both the years.

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Yes/No) If yes, name of the external agency.

No such independent assessment has been conducted

4. Provide the following details related to water discharged:

Parameter	FY 2023-24	FY 2022-23
Water discharge by destination and level of treatment (in kilolitres ('KL'))		
(i) To Surface water		
- No treatment	-	-
- With treatment – please specify level of treatment	-	-
(ii) To Groundwater		
- No treatment	-	-
- With treatment – please specify level of treatment	-	-
(iii) To Seawater		
- No treatment	-	-
- With treatment – please specify level of treatment	-	-
(iv) Sent to third-parties		
- No treatment	-	-
- With treatment – please specify level of treatment	-	-
(v) Others		
- No treatment ¹	4,928	6,290
- With treatment – please specify level of treatment	-	-
Total water discharged (in kilolitres)	4,928	6,290

¹Water discharged to septic tanks and soak pits

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Yes/No) If yes, name of the external agency.

No such independent assessment has been conducted

5. Has the entity implemented a mechanism for Zero Liquid Discharge? If yes, provide details of its coverage and implementation.

The Company has installed four Effluent Treatment Plants at relevant sites. Using primary and tertiary treatment techniques, chemicals, effluents and other impurities are separated from water into sludge, which is disposed suitably to agencies authorized by applicable regulators, and the treated water is reused in operations. The Company also recycles water used for cooling and cleaning in operations to avoid liquid discharge. Further, the Company is also in the process of installing Sewage Treatment Plants (STP).

6. Please provide details of air emissions (other than GHG emissions) by the entity, in the following format:¹

Parameter	Please specify unit	FY 2023-24	FY 2022-23
NOx	ppm	16.50	24.70
SOx	ppm	29.40	31.30
Particulate matter (PM)	mg/Nm ³	81.20	92.80
Persistent organic pollutants (POP)		NA	NA
Volatile organic compounds (VOC)		NA	NA
Hazardous air pollutants (HAP)		NA	NA
Others– please specify		NA	NA

¹Average across different sites has been taken

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Yes/No) If yes, name of the external agency.

No such independent assessment has been conducted

7. Provide details of greenhouse gas emissions (Scope 1 and Scope 2 emissions) & its intensity, in the following format:

Parameter	Unit	FY 2023-24	FY 2022-23
Total Scope 1 emissions (Break-up of the GHG into CO ₂ , CH ₄ , N ₂ O, HFCs, PFCs, SF ₆ , NF ₃ , if available)	Metric Tonnes of CO ₂ e	339.13	347.42
Total Scope 2 emissions (Break-up of the GHG into CO ₂ , CH ₄ , N ₂ O, HFCs, PFCs, SF ₆ , NF ₃ , if available)	Metric Tonnes of CO ₂ e	40,381.14	30,064.25
Total Scope 1 and Scope 2 emission intensity per rupee of turnover (Total Scope 1 and Scope 2 GHG emissions / Revenue from operations)	Metric Tonnes of CO ₂ e per ₹ lakh	0.29	0.28
Total Scope 1 and Scope 2 emission intensity per rupee of turnover adjusted for Purchasing Power Parity (PPP) (Total Scope 1 and Scope 2 GHG emissions / Revenue from operations adjusted for PPP)	Metric Tonnes of CO ₂ e per USD lakh	6.71	6.43
Total Scope 1 and Scope 2 emission intensity in terms of physical output	Metric Tonnes of CO ₂ e per million numbers ¹	15.23	11.25

¹The unit of measurement varies for each product category, hence we have taken number of products produced consistently across both the years.

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Yes/No) If yes, name of the external agency.

No such independent assessment has been conducted

8. Does the entity have any project related to reducing Green House Gas emission? If yes, then provide details.

The Company has undertaken the following activities to reduce its Green House Gas Emissions:

- i. Wood Briquettes as a 'biofuel':** Wooden pencils contribute to about 35% of the Company's overall sales. In the process of manufacturing these pencils, the Company collects a large amount of sawdust, a combination of leftover wood shavings and lead. The Company recycles the sawdust into briquettes, using its wood briquettes production plant. The briquettes so generated have a high calorific value and help the Company substitute other fuels for heating in its furnace.
- ii. Use of cultivated wood:** Defying the conventional perception, all wooden slats used in the production of wooden pencils are sourced through cultivated plantations and not through elimination of forest cover. Cultivation of these trees leads to negative greenhouse gas emissions or in other words, helps absorb CO2 till the trees are ready for harvest.
- iii. Renewable energy sources:** The Company is evaluating use of renewable energy sources such as use of solar energy at some of its sites at Umbergaon.

9. Provide details related to waste management by the entity, in the following format:

Parameter	FY 2023-24	FY 2022-23
Total Waste generated (in metric tonnes ('MT'))		
Plastic waste (A)	69.05	54.61
E-waste (B)	-	-
Bio-medical waste (C)	-	-
Construction and demolition waste (D)	-	-
Battery waste (E)	-	-
Radioactive waste (F)	-	-
Industrial sludge (G)	36.50	31.40
Sawdust (H)	5,678.21	4,214.30
Other Non-hazardous waste generated (I)	751.52	820.12
Total (A+B+C+D+E+F+G+H+I)	6,535.28	5,120.43
Waste intensity per rupee of turnover (Total waste generated/ Revenue from operations) [MT per ₹ lakh]	0.05	0.05
Waste intensity per rupee of turnover adjusted for Purchasing Power Parity (PPP) (Total waste generated / Revenue from operations adjusted for PPP) [MT per USD lakh]	1.08	1.08
Waste intensity in terms of physical output [MT per million numbers¹]	2.44	1.89
For each category of waste generated, total waste recovered through recycling, re-using or other recovery operations (in metric tonnes ('MT'))		
Category of waste		
Plastic Waste		
(i) Recycled	69.05	54.61
(ii) Re-used	-	-
(iii) Other recovery operations	-	-
Total	69.05	54.61
Sawdust		
(i) Recycled	-	-
(ii) Re-used	5,678.21	4,214.30
(iii) Other recovery operations	-	-
Total	5,678.21	4,214.30
Industrial Sludge		
(i) Recycled	-	-
(ii) Re-used	-	-
(iii) Other recovery operations	-	-
Total	-	-
Other Non-Hazardous Waste		
(i) Recycled	734.99	797.48
(ii) Re-used	-	-
(iii) Other recovery operations	-	-
Total	734.99	797.48
For each category of waste generated, total waste disposed by nature of disposal method (in metric tonnes)		

Parameter	FY 2023-24	FY 2022-23
Category of waste		
Plastic Waste		
(i) Incineration	-	-
(ii) Landfilling	-	-
(iii) Other disposal operations	-	-
Total	-	-
Sawdust		
(i) Incineration	-	-
(ii) Landfilling	-	-
(iii) Other disposal operations	-	-
Total	-	-
Industrial Sludge		
(i) Incineration	-	-
(ii) Landfilling	36.50	31.40
(iii) Other disposal operations	-	-
Total	36.50	31.40
Other Non-Hazardous Waste		
(i) Incineration	-	-
(ii) Landfilling	-	-
(iii) Other disposal operations	16.53	22.64
Total	16.53	22.64

¹The unit of measurement varies for each product category, hence we have taken number of products produced consistently across both the years.

Note: Indicate if any independent assessment/ evaluation/assurance has been carried out by an external agency? (Yes/No) If yes, name of the external agency.

No such independent assessment has been conducted

10. Briefly describe the waste management practices adopted in your establishments. Describe the strategy adopted by your company to reduce usage of hazardous and toxic chemicals in your products and processes and the practices adopted to manage such wastes.

At DOMS, we have built a conscious culture to reduce waste as much as possible. Our manufacturing processes are designed in a way that ensure maximum use of raw materials, and reconditioning of leftover materials for reuse in processes.

Recycling

We recycle leftover polymer released after moulding polymer-based products in subsequent batches through various process interventions. A similar activity is done for other materials like graphite and calcium carbonate.

Reuse

The Company reuses crates, metal containers, plastic drums and cartons for storing and transportation. We sometime also return these products for reuse, refurbishing or safe disposal. The Company also reuses water from cleaning and cooling to reduce waste water discharge. The Company purports handling material with care, to ensure that we may use our resources judiciously and for a longer time.

Disposal

Kindly refer to Question 3, under Principle 2 for disposal techniques adopted by the Company for different categories of waste.

11. If the entity has operations/offices in/around ecologically sensitive areas (such as national parks, wildlife sanctuaries, biosphere reserves, wetlands, biodiversity hotspots, forests, coastal regulation zones etc.) where environmental approvals / clearances are required, please specify details in the following format:

S. No.	Location of operations/offices	Type of operations	Whether the conditions of environmental approval / clearance are being complied with? (Yes/No) If no, the reasons thereof and corrective action taken, if any.
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Not Applicable – the Company does not operate in/around ecologically sensitive areas that require approvals/ clearances other than the general consent to operate

12. Details of environmental impact assessments of projects undertaken by the entity based on applicable laws, in the current financial year:

Name and brief details of project	EIA Notification No.	Date	Whether conducted by independent external agency (Yes / No)	Results communicated in public domain (Yes / No)	Relevant Web link
Not applicable.					

13. Is the entity compliant with the applicable environmental law/ regulations/ guidelines in India; such as the Water (Prevention and Control of Pollution) Act, Air (Prevention and Control of Pollution) Act, Environment protection act and rules thereunder (Yes/No).

Yes – the Company is compliant with all applicable environmental laws and regulations¹

If not, provide details of all such non-compliances, in the following format:

S. No.	Specify the law / regulation/guidelines which was not complied with	Provide details of the non-compliance	Any fines / penalties / action taken by regulatory agencies such as pollution control boards or by courts	Corrective action taken, if any
Not applicable				

¹One of the Company's plant located at GIDC, Umbergaon received a closure notice from the Gujarat Pollution Control Board, Gandhinagar on April 05, 2024 (after the end of the financial year). However, the notice was revoked upon payment of an interim environmental compensation. The Company has made necessary stock exchange filings in this respect.

PRINCIPLE 7

Businesses, when engaging in influencing public and regulatory policy, should do so in a manner that is responsible and transparent

Essential Indicators

1. a. Number of affiliations with trade and industry chambers/ associations. Eight
- b. List the top 10 trade and industry chambers/ associations (determined based on the total members of such body) the entity is a member of/ affiliated to.

S. No.	Name of the trade and industry chambers/ associations	Reach of trade and industry chambers/ associations (State/National)
1	The Art and Creative Material Institute Inc.	International
2	Bureau of Indian Standards	National
3	Federation of Indian Export Organisations	National
4	Pen and Stationery Association of India	National
5	CAPEXIL	National
6	Umbergaon Industries Association	Regional
7	Southern Gujarat Chamber of Commerce and Industries	Regional
8	Bari Brahmana Industries Association	Regional

2. Provide details of corrective action taken or underway on any issues related to anti- competitive conduct by the entity, based on adverse orders from regulatory authorities.

Not applicable – no adverse orders were passed against the Company for anti-competitive conduct.

PRINCIPLE 8

Businesses should promote inclusive growth and equitable development

Essential Indicators

1. Details of Social Impact Assessments (SIA) of projects undertaken by the entity based on applicable laws, in the current financial year.

Name and brief details of project	SIA Notification No.	Date of notification	Whether conducted by independent external agency (Yes/No)	Results communicated in public domain (Yes / No)	Relevant Web link
Not applicable					

2. Provide information on project(s) for which ongoing Rehabilitation and Resettlement (R&R) is being undertaken by your entity, in the following format:

S. No.	Name of Project for which R&R is ongoing	State	District	No. of Project Affected Families (PAFs)	% of PAFs covered by R&R	Amounts paid to PAFs in the FY (In ₹)
Not applicable						

3. Describe the mechanisms to receive and redress grievances of the community.

The Company regularly interacts with local residents and community members on matters of joint interest such as use of land, impact on biodiversity, employment generation, and health and safety amongst others. While there have been no instances of complaints, we try to resolve any conflicts through active dialogue with the community members. Our Stakeholder Engagement Policy and Whistleblower and Vigil Mechanism Policy have a mechanism to receive complaints from all stakeholders including local communities and contact details have been given therein. The said Policy is available on the Company's website at: <https://domsindia.com/policies/>.

4. Percentage of input material (inputs to total inputs by value) sourced from suppliers:

	FY 2023-24	FY 2022-23
Directly sourced from MSMEs/ small Producers	31.14%	29.86%
Directly from within India	87.83%	85.10%

5. Job creation in smaller towns – Disclose wages paid to persons employed (including employees or workers employed on a permanent or non-permanent / on contract basis) in the following locations, as % of total wage cost

Location	FY 2023-24	FY 2022-23
Rural	-	-
Semi-urban	97.98%	98.85%
Urban	0.36%	-
Metropolitan	1.66%	1.15%

(Places categorized as per RBI Classification System- rural / semi-urban / urban / metropolitan)

PRINCIPLE 9

Businesses should engage with and provide value to their consumers in a responsible manner

Essential Indicators

1. Describe the mechanisms in place to receive and respond to consumer complaints and feedback.

We are committed to providing our consumers with high-quality products, which go through numerous internal as well as external quality control checks before finally reaching the end consumer. However, issues do arise due to human lapses or unforeseen situations. In those cases:

- Consumers can register their complaints by calling the toll-free number, mentioned on the product labels, on weekdays during business hours. Consumers may also share their complaints at info@domsindia.com.
- Upon receiving the complaint via phone or email, we generally acknowledge the request within 2-4 business days. A dedicated customer service representative is assigned to investigate the complaint and work towards a resolution.
- We keep consumers informed of the progress and aim to resolve it within 2-7 business days. Depending on the nature of the complaint, possible resolutions may include product replacement, repair, refund, or store credit. In all cases, our liability is restricted to the retail price of the product.

2. Turnover of products and/ services as a percentage of turnover from all products/service that carry information about:

	As a percentage to total turnover
Environmental and social parameters relevant to the product	All our products contain the necessary information required under applicable laws, rules and regulations on the safe use, disposal and environmental parameters, wherever relevant.
Safe and responsible usage	
Recycling and/or safe disposal	

3. Number of consumer complaints in respect of the following

	FY 2023-24			FY 2022-23		
	Received during the year	Pending resolution at end of year	Remarks	Received during the year	Pending resolution at end of year	Remarks
Data privacy			No complaint was received in respect of these matters			
Advertising						
Cyber-security						
Delivery of essential Services						
Restrictive Trade Practices						
Unfair Trade Practices						
Others	321*					

*product and packaging related complaints from consumers

4. Details of instances of product recalls on account of safety issues:

	Number	Reasons for recall
Voluntary recalls		The Company had no product recalls
Forced recalls		

5. Does the entity have a framework/ policy on cyber security and risks related to data privacy? (Yes/No) If available, provide a web-link of the policy.

Yes. The Company has an 'Information Technology Policy' that details the Company's use of IT infrastructure and deploys preventive methods to protect against cyber security. The Company has implemented necessary controls including creation of periodic backups, regular patching, system audits, use of antivirus and firewalls, password and software licensing policy and email usage policy. Security arrangements have been made with third party cloud service providers as well to ensure that information hosted on third party data centers are secure.

6. Provide details of any corrective actions taken or underway on issues relating to advertising, and delivery of essential services; cyber security and data privacy of customers; re-occurrence of instances of product recalls; penalty / action taken by regulatory authorities on safety of products / services.

Not Applicable.

7. Provide the following information relating to data breaches:

- Number of instances of data breaches
- Percentage of data breaches involving personally identifiable information of customers
- Impact, if any, of the data breaches

There were no instances of data breaches in FY 2023-24