

BUSINESS RESPONSIBILITY POLICY

1. Business should conduct and govern themselves with Ethics ,Transparency and Accountability

- i. The Shipping Corporation of India Ltd. believes in the conduct of affairs in a fair and transparent manner by adopting highest standards of professionalism, honesty and ethical behaviour. The company is having a Code of Business Conduct & Ethics for the Board Members and Code of Business Conduct & Ethics for the Senior Management Personnel and same document is made available to all stakeholders of the Company through its website.
- ii. The Company has put in place the necessary structures and processes, to improve ethical standards and practices in the organization. This ensures ethical conduct at all levels; and promotes the adoption of this principle across its value chain. The company communicates transparently and assures access to information about their decisions that impact relevant stakeholders.
- iii. SCI does not engage in practices that are abusive, corrupt, or anti-competition.
- iv. SCI truthfully discharges its responsibility on financial and other mandatory disclosures.
- v. SCI reports on the status of their adoption of these Guidelines as suggested in the reporting framework in this document.
- vi. Various systems and processes have been developed and implemented in SCI which includes Code of Conduct for Prevention of Insider Trading, Related Party Transaction Policy, Whistle Blower Policy, Dividend distribution policy.

2. The Business should provide goods and services that are safe and contribute to sustainability throughout their life cycle

SCI is engaged in shipping, cargo transportation and technical consultancy services. The company is committed to continuously improve its safety standards, sustainability and environment Environmental Management Systems through process defined below:

- i. Minimizing the consumption of electrical energy, chemicals and natural resource.
- ii. Encouraging use of renewable/ replenishable / sustainable resources.

- iii. Compliances to applicable legal requirements (including the international maritime conventions) and other requirements related to environmental, safety and security aspects.
- iv. Prevention of pollution to air, water and land by using environment friendly chemicals and continuous reduction of hazardous material in the processes.
- v. Reduction in generation of identified wastes.
- vi. Setting, maintaining and monitoring environmental objectives and targets.
- vii. Promoting environmental and safety awareness among all the employees, vendors and contractors.
- viii. To endeavour to achieving excellence in Quality, Occupational Health, Safety and Environmental Management Systems.
- ix. To provide its clientele safe, environmentally sustainable, reliable, efficient and quality shipping services, complying with all regulatory and other trade requirements.
- x. To recognize and respect the rights of various stakeholders with respect to traditional knowledge, and other forms of intellectual property and by enhancing competency and professionalism among its fleet and shore personnel through effective and dynamic Human Resource Management.
- xi. To continually improve its efficiency in process and technology, adopting various measures including E-governance and optimum use of Information Technology.
- xii. To minimize risks and environmental impacts for achieving Safety, Health and Environmental performance.

3. Employee Welfare and Human Resource Development

- i. SCI respects the right to freedom of association, participation, collective bargaining, and provides access to appropriate grievance redressal mechanisms. Employees Union are present and challenges faced are discussed at scheduled meetings.
- ii. SCI believes to provide and maintain equal opportunities in all personnel activities including at the time of recruitment, hiring, placements, promotions, transfer, separation, compensation, benefits and training as well as during the course of employment irrespective of caste, creed, gender, race, religion,

disability or sexual orientation and gives equal opportunities for career progression. SCI do not use child labour/forced labour or any form of involuntary labour, paid or unpaid.

- iii. SCI's efforts are reflected in the representation of women across various grades in the hierarchy.
- iv. SCI recognizes of the work-life balance of its employees, especially that of women.SCI provides facilities for the wellbeing of its employees including those with special needs. It ensures timely payment of fair living wages to meet basic needs and economic security of the employees.
- v. SCI provides a workplace environment that is safe, hygienic, humane, and which upholds the dignity of the employees. SCI communicates to the employees in this regard and trains them if need be.SCI ensures continuous skill and competence upgrading of all employees by providing access to necessary learning opportunities (in house as well as external), on an equal and non-discriminatory basis. It promotes employee morale and career development through enlightened human resource interventions.
- vi. SCI creates systems and practices to ensure a harassment free workplace where employees feel safe and secure in discharging their responsibilities.
- vii. SCI endeavours to promote gender equality and has been taking proactive measures to prevent any Sexual Harassment in workplace.

4. Stakeholder Engagement: Respect the interests of, and be responsive towards all stakeholders, especially those who are disadvantaged, vulnerable and marginalized.

- i. SCI systematically identify their stakeholders, understand their concerns, define purpose and scope of engagement, and commit to engaging with them.
- ii. SCI acknowledge, assume responsibility and be transparent about the impact of their policies, decisions, product & services and associated operations on the stakeholders.
- iii. The company give special attention to stakeholders in areas that are underdeveloped.
- iv. SCI resolves differences with stakeholders in a just, fair and equitable manner.

5. Human Rights: respect and promote human rights

- i. SCI understand the Spirit of Fundamental Rights and Directive Principles of State Policy of Indian Constitution of India, national laws and policies and the content of International Bill of Human Rights because the Company appreciate that human rights are inherent, universal, indivisible and interdependent in nature.
- ii. SCI integrate respect for human rights in management systems, in particular through assessing and managing human rights impacts of operations, and ensuring all individuals impacted by the business have access to grievance mechanisms.
- iii. SCI recognize and respect the human rights of all relevant stakeholders and groups within and beyond the workplace, including that of communities, consumers and vulnerable and marginalized groups.
- iv. SCI, within its sphere of influence, promote the awareness and realization of human rights across their value chain and do not complicit with human rights abuses by a third party.

6. Protection and Restoration of the Environment

- i. SCI utilize natural and manmade resources in an optimal and responsible manner and ensure the sustainability of resources by reducing, reusing, recycling and managing waste. The company is committed to use eco friendly technologies and conserve the energy commitment.
- ii. SCI take measures to check and prevent pollution. The company also assesses the environmental damage and bears the cost of pollution abatement with due regard to public interest. The Company remained committed to environmental protection as per International Convention in order to comply with requirements of The International Maritime Organization's MARPOL Annex-VI aimed at Controlling Air Pollution and setting limits on Emissions to the Atmosphere from Ships, for the Prevention of Pollution from Ships. SCI takes the necessary steps have to minimize air pollution and oil pollution from ships.
- iii. SCI ensure that benefits arising out of access and commercialization of biological and other natural resources and associated traditional knowledge are shared equitably.

- iv. SCI continuously seeks to improve its environmental performance by adopting cleaner methods, promoting use of energy efficient and environment friendly technologies and use of renewable energy.
- v. SCI is keen to develop Environment Management System (EMS) contingency plans and processes that help them in preventing, mitigating, controlling environmental damages and disasters, which may be caused due to their operations or that of a member of its value chain.
- vi. SCI reports its environmental performance, including the assessment of potential environmental risks associated with their operations, to the stakeholders in a fair and transparent manner.
- vii. SCI proactively persuades and supports its value chain to adopt this principle.

7. Policy Advocacy: Business when engaged in influencing public and regulatory policy, should do so in a responsible manner


- i. SCI while pursuing policy advocacy, ensures that their advocacy positions are consistent with the Principles and Core Elements contained in these Guidelines.
- ii. To the extent possible, SCI utilize the trade and industry chambers and associations and other such collective platforms to undertake such policy advocacy.

8. Businesses should support inclusive growth and equitable development

- i. SCI understand their impact on social and economic development, and respond through appropriate action to minimise the negative impacts.
- ii. SCI believes to innovate and invest in products, technologies and processes that promote the wellbeing of society.
- iii. SCI make efforts to complement and support the development priorities at local and national levels, and assure appropriate resettlement and rehabilitation of communities who have been displaced owing to their business operations.
- iv. SCI operating in regions that are underdeveloped is especially sensitive to local concerns.

9. Value to Customer: Businesses should engage with and provide value to their customers and consumers in a responsible manner

- i. SCI while serving the needs of its customers takes into account the overall well-being of the customers and that of society.
- ii. SCI ensure that company do not restrict the freedom of choice and free competition in any manner while designing, promoting and selling their products.
- iii. SCI disclose all its information truthfully and factually, through labelling and other means, including the risks to the individual, to society and to the planet from the use of the products, so that the customers can exercise their freedom to consume in a responsible manner. Where required, SCI also educate their customers on the safe and responsible usage of their products and services.
- iv. SCI promote and advertise their products in ways that do not mislead or confuse the consumers or violate any of the principles in these Guidelines.
- v. SCI exercise due care and caution while providing goods and services that result in over exploitation of natural resources or lead to excessive conspicuous consumption .
- vi. SCI provide adequate grievance handling mechanisms to address customer concerns and feedback.


CHAIRMAN & MANAGING DIRECTOR
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