
MONEDO FINANCIAL SERVICES PVT. LTD.

Environmental Impact Management Policy

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I. Objective

At Monedo, we recognize that environment impacts is a fundamental part of business, and the Company shall strive to integrate environmental practices to minimize environmental impacts in its day-to-day business.

Some of the key identified impact areas viz. water, paper, waste management etc. is identified as a key responsibility area under this policy. As the organization grows, there may be further steps taken to increase scope under this policy statement.

II. Key environmental impact areas that would be involved at the Organization is as under:

- a. Water
- b. Power
- c. Paper
- d. Waste management

Water

Water is a very critical resource and as a responsible organization, the Company has provided for certain measures to ensure minimal usage of water. Some of the guiding points to ensure this is provided below:

- 1. Urinals to have sensor systems with measured quantity being flushed for each time it is used.
- 2. Toilets and pantry to have sign boards educating employees to utilize water carefully.
- 3. Taps of washrooms, pantry etc. to be closed when not in use. It is only to be used when washing and cleaning is done.
- 4. Lesser use of separate crockery for lunch and snacks such that there is lesser crockery to be washed there by reducing requirement of water for cleaning.
- 5. Regular check-ups of all taps and water connections to ensure there are no wastage due to leakages.

Power

Electricity is one more resource which needs to be utilized carefully in economic terms for lesser expenses as well for environment as generation of electricity currently is based primarily on non-renewable energy sources. Some of the guiding points to ensure this is provided below:

- 1. Light switches are designed to operate in sections such that it can be switched off when a particular section is not being used.
- 2. Cabin, meeting room, pantry lights are to be switched off when not in use.
- 3. ACs are to be maintained at 23-24 degrees such that AC utilization is effective and lesser units are consumed to maintain coolness.
- 4. LED lights to be used versus conventional lights. LED lights utilize much lower power for same brightness provided.
- 5. Advantage of natural light to be taken, when possible, especially for rooms where windows are available. Use of desktops to be limited which typically consumes more electricity than laptops.

Paper

Paper is the most easily wasted resource generation of which is directly related to natural resource. Usage of paper has been highest in regulated industries and higher in financial services where physical record keeping is traditionally encouraged. Also, paper in non-business use viz tissue papers is also one of the highly consumed items in today's modern-day organization. Some of the guiding points to ensure minimal usage of paper this is provided below:

1. All record keeping for main lending business, support functions such as finance, operations etc. is digitalized or in digital mode which completely removes requirement to have paper trails or physical records of non-critical items.
2. Printing is limited and only specific teams which have requirement to print to have access to printers.
3. Printer to be by default set to 2-sided printing. Waste papers to be used on plain side for draft or workings in day-to-day work.
4. Tissue paper issue is limited only for senior management. Employees are educated to utilize less tissues in washrooms.
5. Employees are to use laptops, common file location etc. to store and / or present data for meetings and day to day work, to avoid printing of any agenda items/ presentation decks / etc.

III. Waste management

Managing waste generated in day-to-day activities has become critical in today's time considering the impact untreated and mis managed waste is having an impact on the environment. Waste is continuously generated in any business organization viz. E-waste i.e., discarded laptops, battery, printer cartridges etc. and typical waste i.e., dry and wet waste. Some of the guiding points to ensure minimal usage of paper this is provided below:

1. Segregation of waste into wet waste and dry waste. The Company to have facility to clearly segregate the waste into wet waste i.e., recyclable waste and dry waste i.e., waste which cannot be recycled.
2. E-Waste such as printer cartridges, laptops, batteries etc. to be disposed separately and as per instructions provided by the manufacturer.
3. Waste papers to be used on plain side for draft or workings in day-to-day work.
4. Repair and reuse of equipment's and other resources
5. Avoidance of plastic bags in day-to-day activity

IV. Responsibility

HR and Admin in charge will be responsible for dissemination of the relevant and update actionable within the organization.

All employees have a responsibility for the way in which their conduct impacts on the environment with regard to minimizing waste. This personal responsibility extends to ensuring such waste is dealt with in accordance with the principles and guidance set out in this policy.