

TCS Global Policy – Corporate Social Responsibility

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1. Purpose

The purpose of this document is to outline the policies and procedures for Corporate Social Responsibility (“CSR”) for Tata Consultancy Services Limited (referred to as “TCS” or ‘the Company”).

2. Context

TCS’ commitment to CSR stems from Tata Group’s abiding concern for society and environment. A concern captured in the words of the Founder, Jamsetji Tata: *“In a free enterprise, the community is not just another stakeholder in our business, but it is in fact, the very purpose of its existence.”*

At TCS, CSR programs seek to create sustainable well-being. The guiding principle is “Impact through Empowerment”, where outcomes and measureable impacts are delivered through a long term sustained effort.

TCS seeks to leverage the strength of its global presence and large employee base to transform the delivery of social programs while using its IT expertise to create agility and efficiency.

TCS demonstrates care for the community through its focus on education & skill development, health & wellness and environmental sustainability including biodiversity, energy & water conservation. TCS also seeks to extend support in instances of natural disasters.

CSR in India may include other activities as laid down in Schedule VII of the Companies Act, 2013.

Programs conducted outside India will be selected based on the needs of the local communities as per the Company vision and strengths. The respective geographies will comply with local CSR regulatory selection compliances, if any.

Other areas as reviewed and deemed appropriate by the Board CSR Committee may also be included in the list of CSR programs that TCS undertakes.

3. Execution

CSR programs in India shall be implemented through the TCS Foundation, the Company’s dedicated teams including employees who are part of CSR projects, through associate volunteering and through Tata Group Initiatives. TCS may work with NGOs, Trusts, government bodies, educational institutions, other corporates & industry associations and other suitable implementing organizations as implementing partners for its CSR programs.

Execution of programs outside India shall be implemented through TCS teams and in partnership with NGOs, Trusts, government bodies, educational institutions, other corporates & industry associations and other suitable implementing organizations.

4. Governance

CSR implementation in India shall be periodically reviewed and monitored by the duly constituted CSR Committee of the Board as per the requirements of Section 135 of the local Companies Act, 2013.

The CSR Committee of the Board will be responsible for (a) recommending to the Board a CSR policy, indicating the activities to be undertaken by the company, (b) recommending the expenditure to be incurred on the CSR activities, (c) disclosing the content of the policy, including projects undertaken, in its report and in the company's web-site, (d) monitoring the implementation of the activities included in the CSR policy and (e) monitoring the spends on CSR activities by the Company in each financial year, in terms of the Companies Act, 2013. In computing such profit, the wholly owned and partly owned subsidiaries as well the overseas branches shall not be considered.

5. Implementation

India

The operational procedure for India will be aligned to the requirements of Clause 135 of the Companies Act 2013, as detailed in Annexure II for reference.

Proposals for new CSR activities, as and when received, shall be evaluated in terms of appropriateness and alignment with of the CSR policy of TCS. On clearing the evaluation process, the same shall be put up to the CSR Committee for approval.

As per the CSR policy, a budget for the approved projects and the projects in the pipeline shall be placed before the CSR Committee for approval. On a quarterly basis, the actual expenditure vis-à-vis the budget shall also be placed before the CSR Committee for review.

Global

For other geographies, the implementation procedure will be aligned to local requirements and compliances if any.

6. Reporting

India

An annual CSR report and plan will be included in the Directors Report within the Annual Financial Report of TCS, and placed before the Board by the CSR Committee for approval. The report for India will adhere to the specified requirements of section 135 of the Companies Act, 2013.

Global

The respective TCS geographies will comply with local CSR regulatory reporting compliances, if any.

A consolidated report covering CSR activities by all geographies will be created and presented to the Board.