



RAVIRAJ FOILS LIMITED.

EHS PROCEDURE

HR DEPARTMENT

PAGE NO

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DOC. NO.

RFL/EHS/PR/50

REV. NO.

00

EFFECTIVE DATE

20/08/2024

REVIEW DATE

19/08/2025

SUPERSEDES

NIL

TITLE: Transparency Policy

1. Purpose

The purpose of this Transparency Policy is to ensure that Raviraj Foils Ltd. maintains a high level of transparency in its operations, communications, and reporting practices. This policy aligns with internationally recognized reporting standards, such as the Global Reporting Initiative (GRI), and reflects our commitment to openness, accountability, and integrity in all business activities.

2. Scope

This policy applies to all employees, directors, officers, contractors, suppliers, and any other stakeholders involved with Raviraj Foils Ltd. It covers all aspects of our business operations, including financial reporting, sustainability reporting, stakeholder communications, and public disclosures.

3. Core Principles

Openness: We are committed to providing clear, accurate, and timely information about our operations, performance, and decision-making processes to all relevant stakeholders.

Accountability: We recognize our responsibility to be answerable to our stakeholders, ensuring that our actions and decisions are subject to scrutiny and evaluation.

Integrity: We uphold the highest ethical standards in our reporting and communications, ensuring that all information disclosed is truthful, complete, and reliable.

PREPARED BY:

CHECKED BY:

APPROVED BY:

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Safety Officer

Sr. EHS Officer

HR - Head

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4. Transparency in Reporting

4.1 Adherence to International Standards

GRI Standards: Raviraj Foils Ltd. adheres to the Global Reporting Initiative (GRI) standards for sustainability reporting, ensuring that our disclosures are comprehensive, comparable, and aligned with global best practices.

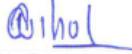
Financial Reporting: We comply with applicable financial reporting standards, including the International Financial Reporting Standards (IFRS), to ensure accuracy and transparency in our financial statements.

Other Reporting Standards: Where relevant, we also align our reporting practices with other internationally recognized standards, such as the United Nations Guiding Principles on Business and Human Rights (UNGPs) and the Sustainable Development Goals (SDGs).

4.2 Public Disclosures

Annual Reports: We publish an annual report that includes comprehensive information on our financial performance, sustainability initiatives, and governance practices. This report is made available to all stakeholders through our corporate website.

Sustainability Reports: In addition to financial reporting, we publish a sustainability report in accordance with GRI standards. This report details our environmental, social, and governance (ESG) performance and progress towards our sustainability goals.

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Stakeholder Communications: We ensure that all significant company developments, policies, and decisions are communicated promptly and transparently to our stakeholders through appropriate channels, including press releases, newsletters, and stakeholder meetings.

5. Stakeholder Engagement

Inclusive Dialogue: We are committed to engaging with our stakeholders in an open and inclusive manner, seeking their input and feedback on our operations and performance.

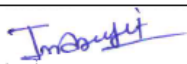
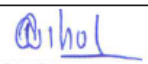
Access to Information: We provide stakeholders with access to relevant information about our company's activities, ensuring that they can make informed decisions and hold us accountable.

Responding to Inquiries: We have established clear processes for responding to stakeholder inquiries and concerns, ensuring that all communications are addressed promptly and transparently.

6. Transparency in Decision-Making

Governance Practices: We maintain transparent governance practices, including clear documentation of decision-making processes and the roles and responsibilities of our board of directors and senior management.

Conflict of Interest: We disclose any conflicts of interest in decision-making processes and ensure that such conflicts are managed transparently to avoid any undue influence on company decisions.

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7. Confidentiality and Privacy

Data Protection: While we are committed to transparency, we also recognize the importance of protecting sensitive information. We ensure that all disclosures are made in compliance with applicable data protection and privacy laws.

Balancing Transparency and Confidentiality: We strive to balance the need for transparency with the need to protect confidential business information and the privacy of our employees and stakeholders.

8. Training and Awareness

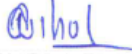
Employee Training: All employees, directors, and officers are required to undergo training on transparency principles and reporting standards to ensure they understand their responsibilities under this policy.

Ongoing Communication: We regularly communicate with employees and stakeholders about our transparency commitments and the importance of maintaining openness and integrity in all business dealings.

9. Monitoring and Continuous Improvement

Regular Audits: We conduct regular audits of our reporting practices and disclosures to ensure compliance with this policy and identify areas for improvement.

Feedback Mechanisms: We encourage stakeholders to provide feedback on our transparency practices and use this feedback to continuously improve our reporting and communication efforts.

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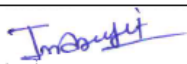
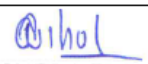
Policy Review: This Transparency Policy will be reviewed at least every five years or as needed based on changes in reporting standards or stakeholder expectations.

10. Review and Revision

Policy Review: This Transparency Policy will be reviewed periodically to ensure it remains effective and aligned with international best practices. The review process will include input from senior management and relevant stakeholders.

Revision History: Any changes or updates to this policy will be documented in the revision history, and all stakeholders will be informed of the changes.

Sr. No.	Issue Date	Reason for revision	Revision No.	Obsolete Doc No.
1	20/08/2024	First Issue	00	-

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