

ESMS STANDARD OPERATING PROCEDURE POLICY_V1

OBJECTIVE

The objective of this Environmental and Social Management System (ESMS) Standard Operating Procedure Policy is to ensure that Bigshort Tails Private Limited (The Company) integrates environmental and social considerations into its operations and decision-making processes. This policy aims to mitigate negative environmental and social impacts, enhance positive outcomes, and ensure compliance with relevant legal and regulatory requirements.

SCOPE

This policy applies to all employees and directors of the Company, including all subsidiaries, branches, and affiliates. It encompasses all operations and transactions conducted by The Company, regardless of geographic location. The policy is designed to ensure that all business activities are conducted with the highest level of integrity and in compliance with legal and regulatory requirements.

DEFINITION

Term / Abbreviation	Definition / Expansion
ENVIRONMENTAL MANAGEMENT	The process of managing the interaction and impact of human activities on the natural environment to ensure sustainability and reduce harm.
SOCIAL RESPONSIBILITY	The obligation of the company to act in ways that benefit society at large, including fair treatment of employees, community engagement, and ethical business practices.
ENVIRONMENTAL IMPACT ASSESSMENT (EIA)	A process used to evaluate the environmental consequences of a proposed activity or project before it is carried out.
SUSTAINABLE PRACTICES	Actions and strategies that meet present needs without compromising the ability of future generations to meet their own needs.

POLICY GUIDELINES

1. Environmental Management

The Company is committed to minimizing its environmental footprint through:

- Conducting regular Environmental Impact Assessments (EIAs) for new projects and significant operational changes.
- Implementing measures to reduce emissions, waste, and resource consumption.
- Promoting the use of environmentally friendly technologies and sustainable practices in all operations.
- Ensuring compliance with all relevant environmental laws and regulations.

2. Social Responsibility

The Company will promote social responsibility by:

- Ensuring fair labor practices and safe working conditions for all employees.
- Engaging with local communities and stakeholders to address their concerns and contribute to their well-being.
- Supporting community development initiatives and social programs.
- Upholding human rights and preventing discrimination in all business activities.

3. Stakeholder Engagement

The Company will actively engage with stakeholders through:

- Identifying and mapping stakeholders affected by or interested in the company's operations.
- Conducting regular consultations and maintaining open lines of communication with stakeholders.
- Addressing stakeholder concerns and incorporating their feedback into decision-making processes.
- Providing transparent and timely information about the company's environmental and social performance.

4. Risk Management

The Company will manage environmental and social risks by:

- Identifying potential environmental and social risks associated with its operations.
- Developing and implementing risk mitigation strategies and action plans.
- Regularly reviewing and updating risk assessments and mitigation measures.
- Ensuring that risk management practices are integrated into the company's overall management system.

5. Training and Capacity Building

The Company will enhance employee awareness and capacity through:

- Providing regular training programs on environmental and social management for all employees.
- Ensuring that employees understand their roles and responsibilities in implementing the ESMS.
- Promoting a culture of sustainability and social responsibility within the company.

6. Monitoring and Reporting

The Company will monitor and report on its environmental and social performance by:

- Establishing key performance indicators (KPIs) to track progress and measure success.
- Conducting regular audits and assessments of ESMS implementation.
- Reporting on environmental and social performance in the company's annual sustainability report.
- Communicating performance results to stakeholders and incorporating their feedback for continuous improvement.

7. Continuous Improvement

The Company is committed to continuous improvement by:

- Regularly reviewing and updating the ESMS policy and procedures.
- Incorporating best practices and lessons learned from internal and external sources.
- Encouraging innovation and the adoption of new technologies to enhance environmental and social performance.
- Setting and reviewing targets for environmental and social improvements annually.

8. Compliance and Accountability

The Company will ensure compliance and accountability by:

- Appointing an ESMS Coordinator responsible for overseeing the implementation and maintenance of the ESMS.
- Ensuring that all employees are aware of and comply with the ESMS policy and procedures.
- Holding employees accountable for their roles in environmental and social management.
- Taking corrective actions in cases of non-compliance with the ESMS policy.

IMPLEMENTATION & COMPLIANCE –

This policy is implemented with the full support of The Company leadership and is the responsibility of every employee to uphold. Violations of this policy will result in disciplinary action, up to and including termination of employment or business relationships, as appropriate.

This ESMS Standard Operating Procedure Policy will be reviewed periodically to ensure alignment with evolving best practices and legal requirements.

MODIFICATION/ WITHDRAWAL –

At the sole discretion of the Management, the policy can be modified in whatsoever manner, or be completely / partially withdrawn, at any time, depending on the business situation of the Company.

DEVIATIONS –

Any deviations can be approved by the Co-founders or equivalent.

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Version No.	Prepared By	Reviewed By	Approved By	Date
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