

MINUTE BOOK

Shipra



MINUTES OF THE FIFTH MEETING OF MANAGING COMMITTEE OF ACTION ALLIANCE FOR RECYCLING BEVERAGE CARTONS "AARC" HELD ON FRIDAY, JUNE 28, 2019 AT 3:10 PM AT 1, WESTEND MARG, LANE NO. 1, SAIDULAJAB, NEW DELHI- 110030

Time: 3:10 PM to 04:00 PM

MEMBERS PRESENT:

| NAME | ORGANISATION |
|--|---|
| Cdr. Amitabha Ray –Chairman of the Meeting | Schreiber Dynamix Dairies Private Limited (Schreiber) |
| Mr. Ashutosh Manohar represented through Mr. Sharad Sharma | Tetra Pak India Private Limited (Tetra Pak) |
| Mr. Suresh Kumar BM | Karnataka Milk Federation (KMF) |
| Mr. Priyank Arya | Dabur India Limited (Dabur) |
| Mr. Chandramohan Gupta | Coca-Cola India Private Limited (Coca-Cola) |

SPECIAL INVITEES:

| NAME | ORGANISATION |
|--|-------------------------|
| Dr. Praveen Aggarwal | CEO of AARC |
| Mr. Krutin Chaturvedi (through audio visual mode) | Treasurer of AARC |
| Mr. Manik Bagai | Consultant of AARC |
| Mr. Rajat Kumar and Mr. Ashwani Sharma | Volunteers of AARC |
| Mr. Mayank Agarwal, Mr. Sunny Bhatia and Ms. Shilpi Singla | KrayMan Consultants LLP |

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CHAIRMAN'S
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1. QUORUM AND LEAVE OF ABSENCE:

In absence of Mr. Ashutosh Manohar, Cdr. Amitabha Ray was elected as Chairman of the Meeting. He welcomed the Members of Managing Committee and ascertained the quorum of the meeting.

Members of the Managing Committee attended the meeting through audio-visual mode from their respective places and affirmed that audio-visual was audible and clear.

No confirmation on attending the meeting was received from Mr. Sanjeev Ganesh, an authorised representative of United Spirits Limited and Ms. Akshali Devendra Shah an authorised representative of Parag Milk Foods Limited. Hence leave of absence was granted to them.

2. TO REVIEW & CONFIRM MINUTES OF THE PREVIOUS MANAGING COMMITTEE MEETING HELD ON 29.03.2019

Signed minutes of the previous meeting held on 29.03.2019 were placed for perusal and the same were read and confirmed.

3. TO APPROVE AND SIGN THE FINANCIAL STATEMENTS FOR THE FINANCIAL YEAR 2018-19

The Chairman informed the Managing Committee that it is required to approve and circulate the Financial Statements for the Financial Year 2018-19 for signing. In this connection the Committee Members were informed that there is no qualification in the draft Auditors' Report. Further, the Auditor has commented in the notes to accounts that no Income Tax Provision has been made during the year as the Society has made an application to Income Tax authorities for exemption u/s 12A and on granting of such exemption no income tax will be leviable. However, the exemption is under process and the management of Society is hopeful of such exemption. In case the exemption is not granted the Society shall be liable for a tax liability.

Accordingly, the following resolution was passed unanimously:

RESOLUTION:

"RESOLVED THAT the Balance Sheet of the Society as at 31st March, 2018 and the statement of Income and Expenditure for the year ended on that date as placed before the Managing Committee be and are hereby approved, and that the same be signed by Chairman, Treasurer and CEO of AARC and be forwarded to the Auditors for their signatures and Report thereon.

RESOLVED FURTHER THAT any of the Members of the Managing Committee be and is hereby authorized to forward the Auditors Report to the Members of the Society, along with Audited Financial Statements of AARC.


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RESOLVED FURTHER THAT any of the Members of the Managing Committee be and is hereby authorized to do all such acts, deeds and things as may be required in this regard."

4. TO CONSIDER AND APPROVE THE CODE OF CONDUCT AND HR POLICY MANUAL

The Committee Member informed the Managing Committee that the Code of Conduct and HR Policy Manual of the Society have been framed and need Members' approval as per Rule and Regulation 10 of Bye-laws. In this connection, draft of Code of Conduct and HR Policy Manual were placed before Members for their approval.

Accordingly, the following resolution was passed unanimously:

RESOLUTION:

"RESOLVED THAT pursuant to Rule and Regulation 10 of Bye-laws of the Society, Code of Conduct and HR Policy of the Society be and is hereby approved by Members of the Managing Committee.

RESOLVED FURTHER THAT any of the Members of the Managing Committee be and is hereby authorized to do all such acts, deeds and things as may be required in this regard."

5. TO CONSIDER DONATION OF INR 40 LAKHS BY TETRA PAK INDIA PRIVATE LIMITED

The Members of the Managing Committee were apprised that Tetra Pak voluntarily agreed to donate INR 40 Lakh to AARC for the objective of AARC.

6. TO UPDATE THE MEMBERSHIP STATUS OF CONSOCIA ADVISORY PRIVATE LIMITED AND PERSISTENT DEFAULT BY RADICO KHAITAN LIMITED IN PAYMENT OF MEMBERSHIP FEES

Dr. Praveen Aggarwal, CEO of AARC informed the Members of Managing Committee that Consocia Advisory Private Limited, Radico Khaitan Limited and Parle Agro Private Limited have not yet paid one time and annual membership fees of the Society.

The Committee Members were informed that **Consocia Advisory Private Limited** requested to withdraw their membership as a Founding Member and join AARC as an Associate Member. It was agreed by the Members of Managing Committee to induct them as an Associate Member.

Accordingly, the following resolution was passed:

RESOLUTION:

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"RESOLVED THAT Members of the Managing Committee hereby accepts the request received from Consocia Advisory Private Limited to become an Associate Member of Society.

RESOLVED FURTHER THAT Members of the Managing Committee be and is hereby resolved that vacancy created due to withdrawal of Consocia as a Founding Members cannot be filled by any other Members and it remains vacant.

RESOLVED FURTHER THAT a copy of the above resolution certified as true copy by Mr. Praveen Aggarwal, CEO of the Society may be forwarded to the concerned authorities and be requested to act thereon."

The Committee Members were informed that **Parle Agro Private Limited** has confirmed to pay one time and annual membership fees soon and the same can be noted in ensuing Managing Committee Meeting once the payment shall be made by the Company.

The Committee Members were informed that **Radico Khaitan Limited** never took any participation in any of the Meetings or events and also they have not paid one time and annual membership fees of the Society. However, it has been confirmed by them that the membership fees will be paid.

Members of the Managing Committee discussed the same and decided to take note about the payment in the next Managing Committee Meeting.

7. TO DISCUSS AND CONFIRM THE DATE OF FIRST ANNUAL GENERAL MEETING

Mr. Praveen Aggarwal, CEO of AARC informed the Members of Managing Committee that it is required to conduct a meeting of Members of Society for adoption of the audited accounts for the Financial Year 2018-19.

He suggested that Meeting shall be conducted in July 2019 and asked Member's suggestion as per their availability.

Members agreed to conduct the sixth Managing Committee Meeting and the First Annual General Meeting during end of July, 2019 in Delhi as per the availability of all the Members and notice for the same shall be circulated to all the Members of the Society accordingly.

8. TO UPDATE THE MANAGING COMMITTEE ABOUT THE UPCOMING PROJECTS

The Committee Member informed that the Members of Managing Committee are required to be updated with the ongoing projects to increase the collection on ground and to enhance the recycling of used beverage cartons in Mumbai and Nagpur.

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The Members of the Managing Committee apprised that awareness and collection project has been supported by Tetra Pak Indian Private Limited (50% funding) and Schreiber Dynamix Dairies Private Limited (50% funding) in association with a collection partner Bismillah & Co. and awareness partner Raddiconnect (Swachh Sustainable Solutions Private Limited). The duration of the project is 3 years starting from 1st June 2019 to 31st May 2022 in Shil Phata, Thane, Mumbai, Maharashtra. The total cost of the project should be approx. INR 53 Lakhs.

The Members of the Managing Committee apprised that another awareness and collection project is going on with the support of SIG Combibloc India Private Limited (100% funding) in association with the collection partner Vishal Traders. The project is scheduled for 3 years starting from 1st July 2019 to 31st June, 2022 in Nagpur, Maharashtra. The total cost of the project should be approx. INR 25 Lakhs.

Dr. Praveen Aggarwal, CEO of AARC apprised the Members of Managing Committee that there is one more project which is scheduled to be held in Pune with the collection partner Recykal for 3 years with the tentative cost of approx. INR 36 Lakhs.

Tetra Pak advised to have an ongoing tracker for policy advocacy, collection / recycling / awareness projects and suggested to have a monthly review meeting for identifying next steps to advance the agenda. Such monthly meetings should be more specific and separate from the quarterly Managing Committee Meetings.

Depending on the availability of the few members, it was planned to have a meeting in Delhi around 11th July, 2019 to discuss about current landscape, collection and recycling and the projects which can be undertaken by AARC.

Dabur proposed to have more collection / recycling efforts on the ground for Uttar Pradesh, Uttarakhand, Bihar, Jammu & Kashmir and Punjab where the plastic ban could be imposed soon. Dabur also mentioned that many collection agencies have asked for recycling support. Dr. Praveen Aggarwal requested Tetra Pak and SIG Combibloc's attention and collective efforts by brands to support the system and try to fill the gap in the recycling infrastructure.

Tetra Pak requested that AARC should not lose focus on Maharashtra and Tamil Nadu where we have already committed and obligated to deliver. Also, suggested that for other larger states (as Dabur indicated) we should enhance vigilance and identify the actions as and when required.

Coca-Cola updated about the visit of Mr. Eric Solomon (Director of Arctic programs at Ocean Wise) who met Ministry of Urban Affairs and MoEFCC. Mr. Solomon has proposed the system integration model in Bengaluru which may not be appropriate for industry and hence we need to have a close watch on his activities

Coca-Cola iterated that most approaches/ suggestions floating are isolated, micro level and not for scale. The industry should come together to provide a

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scalable solution. Coca-Cola emphasized to have more specific discussion on operational aspects of collection / recycling and modus operandi for issuance of credits by AARC.

9. ANY OTHER ITEM WITH THE PERMISSION OF CHAIR

- Amendment in Charter of Authorisation

Dr. Praveen Aggarwal informed the Members of Managing Committee that it is required to make few changes in Charter of Authorisation approved in the previous Managing Committee held on March 29, 2019.

Currently, administrative expenses (including travel) not exceeding INR 2 Lakh is required to be approved by any two amongst Chairman, Vice Chairman and CEO of AARC (or through their nominees).

However, due to frequent travelling required by authorised signatories it becomes very difficult to take the approval from required authorities on a short notice.

Hence it was proposed that administrative expenses related to travels shall be approved by anyone amongst Chairman, Vice Chairman and CEO of AARC (or through their nominees) including their own travel expenses made for AARC.

VOTE OF THANKS

There being no other business to transact, the meeting concluded with a vote of thanks to the Chair.

Date:
Place:


Chairman

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