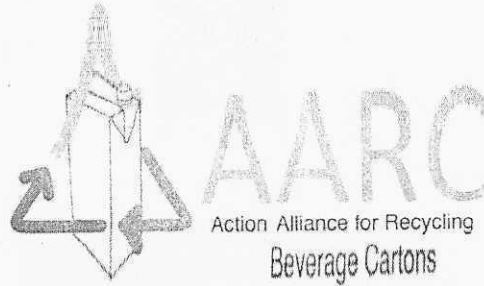


MINUTE BOOK

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MINUTES OF THE SECOND ANNUAL GENERAL MEETING OF ACTION ALLIANCE FOR RECYCLING BEVERAGE CARTONS "AARC" HELD ON TUESDAY, AUGUST 18, 2020 AT 02:30 PM VIA VIDEO CONFERENCING

The meeting was held via video conferencing due to outbreak of COVID-19

Time: 02:30 - 04:00 PM

MEMBERS PRESENT:

NAME	ORGANISATION
Mr. Ashutosh Manohar (Chairman)	Tetra Pak India Private Limited
Cdr. Amitabha Ray	Schreiber Dynamix Dairies Private Limited
Dr. Praveen Aggarwal (CEO of AARC)	Consocia Advisory Private Limited
Mr. Sanjeev Ganesh	United Spirits Limited
Mr. Abdul Ayaz Kagzi	Cavin Kare Private Limited
Mr. Krutiin Chaturvedi	Halewood Laboratories Private Limited
Mr. Priyank Arya	Dabur India Limited
Mr. Chandramohan Gupta	Coca- Cola India Private Limited
Ms. Benita Paul	SIG Combibloc India Private Limited
Mr. Lalit Joshi (Proxy of Mr. Praveen Sudhakaran)	Parle Agro Private Limited
Ms. Juhi Gupta	Varun Beverages Limited
Mr. Rakesh Sahni	Johnson & Johnson Private Limited
Ms. Ruchika	Hector Beverages Private Limited
Mr. Ganesh Narayanswami (Proxy of Mr. N Krishnan Namboodiri)	John Distilleries Private Limited

Signatures of
Mr. Ashutosh
Manohar
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CHAIRMAN'S
INITIALS

PRESENT BY INVITATION:

NAME	ORGANISATION
Dr. Praveen Aggarwal	CEO of AARC
Mr. Rajat Kumar & Mr. Ashwani Sharma	Volunteers of AARC
Mr. Jaideep Gokhale, Mr. Sunil Tembe, Mr. Sharad Sharma, Mr. Navdeep Mehram and Ms. Awantika Chadha	Tetra Pak India Private Limited
Mr. Sudhakar Ambati and Mr. Byas Anand	Dabur India Limited
Mr. Thazalan	Cavin Care Private Limited
Mr. Annamalai Muthukumar	Johnson & Johnson Private Limited
Mr. Shakeel Syed	John Distilleries Private Limited
Mr. Mayank Agarwal, Mr. Hemant Kumar & Ms. Rashi Adlakha	KrayMan Consultants LLP

1. LEAVE OF ABSENCE:

Leave of absence was granted to Mr. Naresh Raghav, Authorised Representative of Radico Khaitan Limited and Mr. Suresh Kumar BM, Authorised Representative of Karnataka Milk Federation as no communication was received from their end to attend the meeting.

2. CHAIRMAN & QUORUM

Mr. Ashutosh Manohar, Chairman of the Meeting welcomed the Members at Annual General Meeting of the Society and ascertained the quorum.

3. NOTICE OF MEETING

The Chairman read the notice of Annual General Meeting to Members of the Society and it was taken as read.

4. TO CONSIDER THE ANNUAL REPORT AS ON MARCH 31, 2020

The Annual Report of the Society as on 31st March, 2020 were placed before the members for their consideration.

Accordingly, the following resolution was passed: -

Signatures of
Mr. Ashutosh
Manohar

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“RESOLVED THAT Annual Report of the Society as on 31st March, 2020, be and is hereby taken on record;

“RESOLVED THAT the Annual Report of the Society as on 31st March, 2020 as placed before the members be and is hereby approved, and that the same be signed by any of the members of the Society.”

5. TO CONFIRM THE AUDITED ACCOUNTS FOR THE FINANCIAL YEAR 2019-2020

The Audited Financial Statement for the Financial Year 2019-20 including Balance Sheet, Statement of Income and Expenditure Account and Statement of Receipts and Payments Account were placed before the members for their consideration.

Accordingly, following resolution was passed: -

“RESOLVED THAT Auditors Report on Audited Financial Statements of the society comprising of Balance Sheet as at 31st March, 2020 and the Receipts and Payments Account for the year ending 31st March, 2020 and Income and Expenditure Account for the year ending 31st March, 2020 together with notes attached thereto, be and are hereby taken on record.”

6. TO CONSIDER THE BUDGET ESTIMATES OF THE SOCIETY FOR THE FOLLOWING YEAR

The Chairman informed that members are required to discuss and estimate the budget for the following year.

Accordingly, following resolution was passed: -

“RESOLVED THAT pursuant to regulation 8(k) of the Rule & Regulations of the Society, budget estimates of the Society for the following year be and is hereby taken on record.”

7. TO REGULARIZE/ REAPPOINTMENT OF STATUTORY AUDITORS

The Chairman informed that in order to comply with the provision of regulation 8(k) of the Rule & Regulations of the Society, it is necessary to regularize/ reappoint the Auditors for the ensuing year and fixing their remuneration. In this regard, it is hereby informed that M/s Ajay K. Sud & Associates appointed as Statutory Auditor in the 1st Managing Committee Meeting for Financial Year 2020-21 held on 7th May, 2020 is required to be regularized for the FY 2020-21

Accordingly, following resolution was passed:-

“RESOLVED THAT M/s Ajay K. Sud & Associates, Chartered Accountants, be and is hereby appointed as Statutory Auditors of the Society to hold office and audit the accounts for Financial Year 2020-21, as per the terms of the proposal received from them.”

8. TO RE-CONFIRM INCREASE IN MEMBERSHIP FEES

The Chairman informed the General Body Members that Managing Committee members agreed to raise Annual Membership fees of Associate Members from Rs.1,00,000/- (One Lakh only) to Rs. 2,50,000/- (Two Lakh Fifty Thousand) and Founding/ Subscriber fees to Rs.5,00,000/- (Five Lakh only) in their meeting held on 28th July, 2020 subject to approval of the same by General Body members in Annual General Meeting

Signature
of Mr. Ashu
Manshankar
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CHAIRMAN'S
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Accordingly, following resolution was passed:-

“RESOLVED THAT Annual Membership fees of Associate members be raised from Rs. 1,00,000/- (One Lakh only) to Rs. 2,50,000/- (Two Lakh Fifty Thousand) and Founding/ Subscriber fees to Rs.5,00,000/- (Five Lakh only) with effect from start of financial year 1st April, 2020.”

9. TO EVALUATE THE STATUS ON THE PROGRESS PERTAINING TO EPR PLAN SUBMITTED IN MAHARASHTRA, TAMIL NADU, KERALA, HIMACHAL PRADESH AND CHANDIGARH

Dr. Praveen Aggarwal apprised the members about the current status of the progress pertaining to EPR plan submitted in Maharashtra, Tamil Nadu, Kerala, Himachal Pradesh and Chandigarh as there is a need to undertake aggressive steps to report/submit EPR Plan in these states to align them and avoid any punitive actions/notifications that could possibly impact cartons.

Further, Dr. Praveen Aggarwal apprised the members that we need to focus on 10 states i.e Maharashtra, Himachal Pradesh, Chandigarh, Karnataka, Kerala, Goa, Tamil Nadu, Uttar Pradesh, Puducherry and Andaman & Nicobar. As of now, AARC with great support from members, has submitted actionable EPR Plans in the states of Maharashtra, Kerala, Chandigarh and Himachal Pradesh. Such plans have seen alignment from the authorities and have resulted in favourable response from them. Please refer to Annexure I for more details.

Dr. Praveen Aggarwal requested members to contribute to EPR in a collective manner and provide proper documents for submitting the same to the authorities as AARC. Since the waste management chain was disrupted due to COVID-19 and due to no- action on the ground, the Himachal Pradesh authorities served a show- cause notice to AARC, requiring details on EPR progress.

- AARC, on the basis of EPR submission to Himachal Pradesh, had secured an exemption for integrated straws for a period of 6 months on January 24, 2020.
- AARC initiated an on- ground and in- house study to assess and identify the target district for EPR in Himachal Pradesh

Members have signed agreements with PROs such as IPCA, GEM Enviro etc. However, there's need for other members to step up and ensure greater commitment to EPR.

Besides the above updates, members were also apprised that AARC was able to meet the Chairman and the Member secretary of the CPCB. A few points that were communicated to the Chairman were:

- State-specific challenges on EPR and Waste Management
- Concerns related to EPR Targets and AARC's submission
- Separate Category for Cartons and suitable amendments to Form – I
- Different interpretations of SUP and AARC's proposed definition of SUP

Signatures of
 M. Ashutosh
 Manohar
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CHAIRMAN'S
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ANNEXURE I - EVALUATE THE PROGRESS ON EPR PLANS SUBMITTED ACROSS STATES

<u>S. N O.</u>	<u>DISCUSSION POINT</u>	<u>KEY-TAKEAWAYS</u>	<u>NEXT STEPS</u>
	<p>An Overview of Critical States where action is needed</p>	<ul style="list-style-type: none"> Members were informed that owing to the growing activism around waste (mainly plastic waste), AARC had shortlisted 10 states: MH, HP, Chandigarh, Karnataka, Kerala, Goa, Tamil Nadu, UP, Puducherry, A&N In Maharashtra, HP, and Chandigarh, AARC has actively been in touch with the authorities and a quarterly/ half-yearly EPR update is submitted to the authorities AARC has submitted EPR Plans across MH, Chandigarh, HP, and Kerala. These plans include year-wise targets over the next 5 years For Karnataka, Coca-Cola and Tetra Pak are in touch with Karo Sambhav who has been asked to identify cities for upscaling carton collection Other states such as Kerala, Goa, TN, etc. been evaluating models such as cess based/ EPR fee. AARC has been able to convince authorities that such an approach could be regressive and that collaboration among Brands, PROs, and the authorities is essential to effective EPR implementation 	<ul style="list-style-type: none"> It has been agreed that going forward, more members would participate in EPR Plans Given the level of reporting that states such as HP have sought, it's essential to follow the format that has been circulated by AARC. Members shall also provide their feedback on the reporting format, if any Dr. Priyank (Dabur) shall provide inputs to the reporting format that has been curated for Members to report so that Brands can secure streamlined information from the PROs going forward Members, going forward, should consider following the agreed format for reporting AARC shall contact each of the 16 Members so that challenges pertaining to committing Targets/ Budgets can be addressed AARC shall be willing to support the brands in engagement with their senior managements too AARC shall evaluate sending a letter to the senior managements of the members to align them about the current

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

Date:
Place:

Signature of Mr. Ashutosh
Khanolkar
Chairman

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		<p>A major challenge in EPR Submissions is that only select members are participating in EPR Plans. Brands, even with a small presence in an important state, should contribute to EPR Plans</p> <ul style="list-style-type: none"> It was also shared that to avoid duplicity in efforts, Members should consider adopting a city and take up EPR Projects and use AARC as a platform to collaborate with other brands for that particular geography 	<p>regulatory landscape and necessary action going forward</p> <ul style="list-style-type: none"> Members shall report the EPR Progress in different states on a quarterly basis, ideally by the 15th of the Month following each quarter Awareness initiatives are crucial too and should be prioritised for the red states. Budgeting from Brand Owners need to be done AARC Members to meet on a regular basis to align on the way forward for EPR
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	<p>EPR/ Advocacy Efforad</p>	<ul style="list-style-type: none"> AARC, with support from the Members, was able to seek exemption for integrated straws for a period of 6 months till July 23, 2020 Due to COVID-19, participating members couldn't undertake effective EPR implementation and AARC sought an exemption for another 1 year. Since the authorities wanted to see actual on-ground action, AARC was served with a show-cause notice to showcase the efforts on EPR and journey ahead. A lot of submissions which comprised MoUs b/w Brands and PROs, Commitment letters from PROs (on behalf of members), etc. Another detailed update pertaining to the following verticals was submitted: <ul style="list-style-type: none"> EPR Progress Awareness Campaigns 	<ul style="list-style-type: none"> In response to the 2nd show cause notice issued by the HPSPCB, AARC shall re-engage and re-align members for a stronger representation to the HP authorities (Done) Additionally, AARC and its members shall participate in the EPR workshop organised by the HPSPCB/ DEST on August 20, 2020 (Done)
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*Signatures
of Mr. Ashish
Manshori*
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		<ul style="list-style-type: none">○ Adding more Collection Partners/ Points○ Incentivising the waste trade○ Alternatives to Straws by Tetra Pak• Members were apprised that there hasn't been much progress on EPR between April and July'20• Challenges that AARC has are identified as follows:	
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		<ul style="list-style-type: none">○ Lack of robust documentation○ Evidence of the work done is not shared with AARC.○ Actual EPR fulfilment on- ground through partners is not visible.○ Low-level of awareness in the state about value of UBC and the recycling value chain.• A second show cause notice has been issued by the Member Secretary, HPSPCB on August 18, 2020 to be responded within one week.	
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Signatures of
Mr. Ashutosh
Manshau
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	EPR/ Advocacy Efforts in Chandigarh	<ul style="list-style-type: none">• AARC, as a result of persistent engagement with the Chandigarh authorities, has ensured that the integrated straws out of the list of banned items under EPR. The notification was issued on July 1, 2020.• Recently, a few media reports have pointed out this exemption and action thereafter. Hence, AARC is proactively engaging with the Members to ensure a comprehensive update (like the one in Himachal Pradesh) is also submitted to the Chandigarh authorities• In the current year, collections have been impacted as a result of COVID-19 and virtually no awareness initiatives have happened till date	<ul style="list-style-type: none">• AARC shall keep the authorities apprised (on a quarterly basis) about the EPR Progress in Chandigarh (Update for this quarter has been sent to the Chandigarh authorities)
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Signature of
Mr. Ashutosh
Mandhar

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INITIALS

General

