

BUSINESS RESPONSIBILITY REPORT

Section A: General Information about the Company

Corporate Identity Number (CIN) of the Company	CIN: L22121DL2002PLC117874
Name of the Company	HT Media Limited
Registered Address	Hindustan Times House 18-20, Kasturba Gandhi Marg New Delhi - 110 001, India
Website	www.htmedia.in
Email Id	investor@hindustantimes.com
Financial Year reported	April 1, 2016- March 31, 2017
Sector(s) that the Company is engaged in (industrial activity code-wise)	Printing and Publishing of Newspapers (NIC Code – 181, 581), FM radio broadcasting (NIC Code – 601), Digital (NIC Code – 631) and Education (NIC Code – 853 & 854) under its subsidiaries
List three key products / services that the Company manufactures/provides (as in balance sheet):	<ul style="list-style-type: none"> • Printing and publishing of newspapers and magazines • Radio and entertainment • Digital
Total no. of locations where business activity is undertaken by the Company: a) No. of international locations b) No. of National locations	Number of International locations: Singapore and Kuala Lumpur, Malaysia Indian operations of the Company are carried out through multiple offices across states. Key states / regions include Uttar Pradesh, Delhi National Capital Region, Mumbai, Bengaluru, Hyderabad, Chennai and Chandigarh
Markets served by the Company – Local / State / National / International	<ul style="list-style-type: none"> • Newspapers and magazines serve national markets • Radio serves local markets • Digital and Mint Asia serve national and international markets

Section B: Financial Details of the Company

Paid-up Capital (INR)	46.55 crore
Total turnover (INR)	1,432.04 crore
Total Profit after taxes (INR)	61.51 crore
Total Spending on Corporate Social Responsibility (CSR) as percentage of profit after tax (%)	INR 3.3crore (5.4%)
List of activities in which CSR expenditure has been incurred	Following activities were undertaken by the HT Group under CSR initiatives - 1. Projects with various NGO partners in the education space for underprivileged children &

	women, including vocational training of youth, women & differently abled. 2. Sponsoring the Gallery of Hope at 'Partition Museum' in Amritsar to restore work from pre-partition days
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Section C: Other Details

Does the Company have any Subsidiary Company / Companies?	Yes, the Company has 13 subsidiaries (11 Indian & 2 Foreign) as on 31 st Mar, 2017
Do the Subsidiary Company / Companies participate in the BR initiatives of the parent Company? If yes, then indicate the number of such subsidiary company(s)	Yes most subsidiaries of the Company either directly or along with the Company participate in BR initiatives
Do any other entity / entities (e.g. suppliers, distributors etc.) that the Company does business with participate in the BR initiative of the Company? If yes, then indicate the percentage of such entity / entities?	No

Section D: BR Information

1. DETAILS OF DIRECTOR/DIRECTORS RESPONSIBLE FOR BR:

a) Details of the Director/Directors responsible for implementation of the BR policy/policies:

1. DIN Number 00105769
2. Name Mr. Dinesh Mittal
3. Designation Whole Time Director, Group General Counsel & Company Secretary

b) Details of the BR Head:

Sr. No.	Particulars	Details
1	DIN No.	06751919
2	Name	Ms. Smita Jha
3	Designation	Group Strategy Head
4	Contact details	+91 11 6656 1225
5	E-mail Id	investor@hindustantimes.com

2. Principle-wise BR Policy/ Policies

a) Details of Compliance (Reply Y/N)

Sr. No	Questions	Business Ethics	Product Responsibility	Employee Wellbeing	Stakeholder Engagement	Human Rights	Environment Protection	Public & Regulatory Policy	CSR	Customer relation
		P1	P2	P3	P4	P5	P6	P7	P8	P9
1	Do you have a Policy / Policies for (*)	Y	Y	Y	Y	Y	Y	Y	Y	Y
2	Has the Policy been formulated in consultation with the relevant stakeholders (*)	Y	Y	Y	Y	Y	Y	Y	Y	Y
3	Does the policy conform to any national /international standards? (**)	Y	Y	Y	Y	Y	Y	NA	Y	Y
4	Has the policy been approved by the board? If yes has it been signed by MD/ CEO/ appropriate Board Director? (***)	Y	N	N	Y	N	N	N	Y	N
5	Does the Company have a specified committee of the Board/ Director/ Official to oversee implementation of the policy? (***)	Y	Y	Y	Y	Y	Y	Y	Y	Y
6	Indicate the link for the policy to be viewed online	The following policies can be viewed on our website www.htmedia.in : 1) Corporate Governance 2) Mint Code of Conduct 3) Corporate Social Responsibility 4) Whistle Blower Policy								
7	Has the policy been formally communicated to all relevant internal and external	Yes								

	stakeholders?	
8	Does the Company have in house structure to implement the policies?	Yes
9	Does the Company have a grievance redressal mechanism related to the policy to address stakeholders' grievances related to the policy?	Yes
10	Has the Company carried out independent audit/ evaluation of the working of this policy by an internal or external agency?	Policies are evaluated regularly for implementation by the CEO and Business Leaders as part of their regular business reviews. Currently there is no formal process of an independent audit and evaluation of the working of these policies.

* While no formal written policy may exist for certain principles, the Company has robust procedures / practices as well as standard operating procedures in place which are being uniformly communicated to the team and are regularly being reviewed for adherence to by the CEO and respective Business Leaders.

** The policies materially conform and are aligned to applicable legal and regulatory requirements, guidelines, SEBI regulations and our internal guidelines.

*** Within the overall guidance of the Board of Directors, the Company's policies are framed and modified from time to time. As and when these policies are approved, these are released for implementation by the Business Leaders and Executive Directors of the Company. These policies are then administered under the overall supervision of the CEO and Audit Committees. All policies requiring mandatory approvals from the Board have been obtained.

3. Governance related to BR:

- a) Indicate the frequency with which the Board of Directors, Committee of the Board or CEO assesses the BR performance of the Company. Within 3 months, 3-6 months, Annually, More than 1 year –

The assessment of BR performance is done on an ongoing basis by the concerned persons as part of the business reviews for the various segments in the Company. The CSR Committee of the Board reviews the social performance of the Company on a periodic basis.

- b) Does the Company publish a BR or sustainability Report? What is hyperlink for viewing this report? How frequently it is published?

The Company has instituted a process of publishing/hosting the BR report from financial year 2016-17 which shall be available at www.htmedia.in

Section E: Principle-wise Performance

Principle 1: Businesses should conduct and govern themselves with Ethic Transparency and Accountability

1. Does the policy relating to ethics, bribery and corruption cover only the Company? Does it extend to the Group / Joint Ventures / Suppliers / Contractors / NGOs / Others?

Answer – The Company considers Corporate Governance as an integral part of management. The Code of Conduct adopted by the Board of Directors is applicable to the Board of Directors and Senior Management. The HR policies framed / circulated are applicable to all employees and deal with ethics, bribery and corruption. These policies are applicable to employees at all levels including subsidiaries.

2. How many stakeholder complaints have been received in the past financial year and what percentage was satisfactorily resolved by the management? If so, provide details thereof.

Answer –As mentioned in the Report on Corporate Governance, 19 investor complaints were received during the year and all of which have been resolved Additionally, complaints from all other stakeholders are addressed and dealt with respective functions in the Company.

Principle 2: Businesses should provide goods and services that are safe and contribute to sustainability throughout their life cycle

1. List up to 3 of your products or services whose design has incorporated social or environmental concerns, risks and / or opportunities.

Answer - As a part of Printing and Publishing Industry, the Company publishes newspapers and magazines. We use state-of-the-art technology and innovative techniques to make the best use of the material and minimize wastage. Further, our endeavor is always to minimize impact on the environment and its protection.

2. For each such product, provide the following details in respect of resource use (energy, water, raw materials etc.) per product (optional):

Answer - We continuously update our technology and machines to make best use of the material and minimize wastage. Regular safety and compliance audits are conducted in all print factories and corrective actions are taken as per recommendations to use the resources optimally.

Total consumption of newsprint is tracked at a newspaper level and by source (domestic / international).

Environment conservation is the responsibility of all and we make continuous efforts at our end to conserve the natural resources as well.

We conserved and recycled 13% of the water per metric ton of newsprint compared to FY15-16. By installing waste water recycling sprinkler system, we were able to increase 5 acre of green cover in Greater Noida plant. Further, we have installed 20 rain water harvesting units in the last year to replenish ground water levels. The newsprint wastage was also lesser compared to the last year due to digitization and other initiatives.

We did significant work at our end to cut on our CO2 emissions. Due to energy conservation initiatives like efficiency improvement in air compressors, DG and LED lightings, we cut on our CO2 emissions per metric ton of newsprint by 5%. We mandated our vendors in Greater Noida to use CNG vehicles instead of diesel vehicles for circulation logistics, thereby cutting CO2 emission per million pages by 78%.

We installed canopy on 15 DG sets, thus reducing noise levels from 100 db to ambient noise level in multiple locations.

3. Does the Company have a procedure in place for sustainable sourcing (including transportation). If yes, what percentage of your inputs was sourced sustainably?

Answer - Yes, the Company has a procedure for sustainable sourcing for all its raw material.

The Company has been working to enhance the degree of sustainability associated with its sourcing practices. This includes strategy of sourcing from tightly knit clusters, optimizing logistics to reduce fuel consumption, emissions and carbon footprint, re-working packaging to minimize waste and

maximize re-use. The Sustainability road map of the Company covers these areas and the Company has taken steps to ensure that its sourcing methods are sustainable.

4. Has the Company taken any steps to procure goods and services from local and small producers, including communities surrounding their place of work? If yes, what steps have been taken to improve the capacity and capability of local and small vendors?

Answer - Yes, the Company regularly procures goods and services from local producers / vendors. The Company continuously endeavors to manage its International: Domestic procurement ratio by investing in its machines and technologies to improve efficiencies.

5. Does the Company have a mechanism to recycle products and waste? If yes what is the percentage of recycling of products and waste. (Separately as <5%, 5-10%, >10%). Also, provide details thereof, in about 50 words or so.

Answer - The Company recognizes that natural resources are finite and therefore need to be conserved and recycled. Hence, we have taken multiple steps in this direction including upgrading of our technologies and processes, water conservation, reduction of wastage, green initiatives like solar plant and moving to CNG vehicles. It is a continuous process with an intention to minimize waste and recycle products.

Principle 3: Business should promote the well-being of all employees

1. Please indicate the total number of employees: 2,312
2. Please indicate the total number of employees hired on temporary / contractual / casual basis: 1,503
3. Please indicate the number of permanent women employees: 410
4. Please indicate the number of permanent employees with disabilities: Not captured presently
5. Do you have employee association that is recognized by management? No
6. What percentage of your permanent employees is member of this recognized employee associations?
Not applicable

7. Please indicate the number of complaints relating to child labor, forced labor, involuntary labor, and sexual harassment in the last financial year and pending as on the end of the financial year.

Answer -Two complaints were received by the Internal Committee (IC) under The Sexual Harassment of Women at Workplace (Prevention, Prohibition and Redressal) Act, 2013 and they were adequately dealt with by IC.

8. What percentage of your under mentioned employees were given safety and skill up-gradation training in the last year?

Answer – Each year a ‘Safety Week’ is celebrated across all locations where extensive fire safety mock drills, first-aid training, advance safety training and training on correct use of personal protective equipments (PPEs) is conducted covering 100% factory staff and 60% office staff on rotation basis. ‘Continuous self-renewal’ is one of our Organization values within which skill up-gradation is innate in our annual Performance Management and Talent Development programs.

Principle 4: Businesses should respect the interests of, and be responsive towards all stakeholders, especially those who are disadvantaged, vulnerable and marginalized.

1. Has the Company mapped its internal and external stakeholders?

Answer – Yes, the Company has a well established process for identifying and engaging with both internal and external stakeholders, which can be categorized as employees, consumers, vendors, government authorities and shareholders.

2. Out of the above, has the Company identified the disadvantaged, vulnerable and marginalized stakeholders?

Answer - We do not consider any of our stakeholders as disadvantaged, vulnerable or marginalized.

3. Are there any special initiatives taken by the Company to engage with the disadvantaged, vulnerable and marginalized stakeholders? If so, provide details thereof

Answer – Not applicable

Principle 5: Businesses should respect and promote human rights

1. Does the policy of the Company on human rights cover only the Company or extend to the Group / Joint ventures / suppliers / contractors / NGOs / Others?

Answer - The Company adheres to all statutes that embody the principles of human rights such as prevention of child labor, women empowerment, etc. We promote the awareness of these rights among our vendors and the value chain and discourage instances of any abuse. Whistle blower policy provides an opportunity to all stakeholders to raise instances of abuse of human rights as well.

2. How many stakeholder complaints have been received in the past financial year and what percent was satisfactorily resolved by the Management?

Answer - The Company has not received any complaint on human rights violation.

Principle 6: Businesses should respect, protect and make efforts to restore the environment

1. Does the policy related to Principle 6 cover only the Company or extends to the Group / Joint Ventures / Suppliers / Contractors / NGOs / Others?

Answer - The Company adheres to and makes an effort to respect and protect environment. We do not have a direct control over the external stakeholders. However, the endeavor is to do business with entities that echo our principles and policies.

2. Does the Company have strategies / initiatives to address global environmental issues such as climate change, global warming, etc.? Y/N. If yes, please give hyperlink for webpage etc.

Answer – To minimize impact on the environment, the Company continuously improves its products, upgrades technology and recycles scrap. We have also taken initiatives to reduce CO2 emission levels by converting part of our circulation logistics from diesel to CNG

3. Does the Company identify and assess potential environmental risks? Y/N

Answer – Yes, the Company regularly reviews its environmental risks and undertakes initiatives to mitigate them.

4. Does the Company have any project related to Clean Development Mechanism? If so, provide details thereof in about 50 words or so. Also, if Yes, whether any environmental compliance report is filed?

Answer – The Company continuously seeks to improve its environment performance by adopting cleaner production methods, promoting use of energy efficient and environment friendly technologies as well renewable energy. Some examples of these are given in responses below.

5. Has Company has undertaken any other initiatives on – clean technology, energy efficiency, renewable energy etc? Y/N. If yes, please give hyperlink to web page etc.

Answer - The Company has spent significant amount to upgrade its printing machines and technology to save on energy and wastage. We have consolidated printing volumes in Greater Noida factory that has led to reduction in energy consumption and wastages. CNG, which is a cleaner fuel compared to Diesel, is used for our circulation logistics in Greater Noida plant. We replenish ground water level by rain harvesting (11 such units have been constructed to improve ground water level and water quality). Further, green energy generation (Solar energy) project is under way in Greater Noida Plant, which will generate 500KWH per day saving 146 T/annum of CO2 emissions

6. Are the Emissions/Waste generated by the Company within permissible limits given by CPCB / SPCB for the financial year being reported?

Answer - All plants of the Company now are "Zero Disposal" factories. We recycle all the waste water that is generated in the factories to create a green cover. Further, the hazardous waste is routed to authorized agencies to dispose that waste as per government recommended guidelines

7. Number of show cause/legal notices received from CPCB / SPCB which are pending (i.e. not resolved to satisfaction) as of end of financial year. - Nil

Principle 7: Businesses, when engaged in influencing public, clients and regulatory policy, should do so in a responsible manner

1. Is your Company a member of any trade and chambers or association? If yes, name only those major ones that your business deals with.

Answer - The Company is a member of the following major trade bodies, Chambers and Associations that our businesses deal with: -

- a. Confederation of Indian Industry (CII),
 - b. Federation of Indian Chambers of Commerce & Industry (FICCI),
 - c. Indian Newspaper Society (INS)
 - d. International News Media Association (INMA)
 - e. World Economic Forum
 - f. World Association of Newspapers and News Publishers (WAN IFRA)
 - g. The Audit Bureau of Circulation (ABC)
2. Have you advocated/lobbied through above associations for advancement or improvement of public good? Yes/No; if yes, specify the broad areas

Answer - Yes, The Company, through these associations, has supported/advocated for advancement of public good along with industry peers. Such work mainly consists of creating awareness, voicing concerns and inclusive development of the industry.

Principle 8: Businesses should support inclusive growth and equitable development

1. Does the Company have specified programmes / initiatives / projects in pursuit of the policy related to Principle 8?

Answer - The Company has taken several initiatives in formulating and implementation of policies which support inclusive growth and equitable development as part of its Corporate Social Responsibility. Our programmes include sections of the society that are under-privileged and support initiatives towards promoting education, including special education, employment enhancing vocation skills especially among children, women, elderly, and the differently-abled and livelihood enhancement projects. Some of the initiatives which have made an impact in the last year include Ambulance First - creating awareness to give right of way to ambulance; Mission Tezaab- An initiative to rehabilitate acid attack survivors by providing surgical interventions, jobs & other support; You Are Not Alone - Initiative with Yuvraj Singh's Foundation YouWeCan aimed at generating funds for cancer patients, etc. Further details are available in the 'Corporate Social Responsibility' section of the annual report.

2. Are the programmes / projects undertaken through in-house team / own foundation / external NGO / government structures/ any other organization?

Answer - The programmes / projects are undertaken in a variety of ways. These can be through in-house teams, own foundation (HT Foundation for Change), external NGOs or any other organization, depending on what is best suited in that situation and creates maximum impact.

3. Have you done any impact assessment of your initiative?

Answer - Impact assessment is an important element of all our projects and initiatives. The CSR team of the Company track progress by regular meetings with the concerned implementing agencies on various initiatives. The CSR team also visits the project sites to ensure execution of the various initiatives.

4. What is Company's direct contribution to community development projects- Amount in INR and the details of the projects undertaken?

Answer - The Company has made an expenditure amounting to INR 3.3 crores in the current year. The projects undertaken are in the areas of healthcare, education, vocational skill development and protection of national heritage.

5. Have you taken steps to ensure that the community successfully adopts this community development initiative?

Answer - Along with our partners in the projects, we work towards making communities self-reliant for our projects. Our CSR team regularly engages with the community to educate them on adopting and maintaining the community assets constructed via these initiatives.

Principle 9: Businesses should engage with and provide value to their customers and consumers in a responsible manner

1. What percentage of customer complaints/ consumer cases are pending as on the end of financial year?

Answer - No material consumer / customer complaints are outstanding as at the end of the financial year.

2. Does the Company display product information on the product label, over and above what is mandated as per local laws?

Answer – The Company displays product information as required by the Press and Regulation of Books Act, 1867.

3. Is there any case filed by any stakeholder against the Company regarding unfair trade practices, irresponsible advertising and or anti-competitive behavior during the last five years and pending as of end of financial year?

Answer – No material cases are filed and pending as of end of financial year

4. Did your Company carry out any consumer survey/consumer satisfaction trends?

Answer – The Company regularly carries out consumer surveys to determine the satisfaction trends for our products using a combination of internal resources and external agencies.

Net Promoter Score (NPS) survey is also done for all our products. We do “Daily Reader Panels” for our newspapers to benchmark the performance of our product viz-a-viz the competition. Finally, there are third party surveys like IRS and RAM that give readership and listenership of our newspapers and radio channels respectively in the market. These surveys are also a reflection of consumer satisfaction on our products.