



MOTILAL OSWAL FINANCIAL SERVICES LIMITED

Waste Management Policy ("Policy")

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VERSION DETAILS

Sr. No.	Details of Changes	Date of Creation/ Change	Department	Author	Version Number	Approved By
1.	Original Document	-	Administration	Sanjay Saket	Ver.1.0	Niren Srivastava

Introduction

Motilal Oswal Financial Services Limited (“MOFSL”) (“Company”) is an integrated Financial Services Sector Organization offering a wide range of services including retail and institutional broking and distribution of financial products. Our customers include resident and non-resident individuals, HUF’s, corporates etc.

The Company executes transactions in capital markets/equity derivatives/commodity derivatives/currency derivatives segments on behalf of its clients which include retail customers (including high net worth individuals), mutual funds, institutional investors, foreign institutional investors, financial institutions and corporate clients. Besides stock broking, it also offers a bouquet of financial products and services like insurance, mutual funds, bonds etc. to its client base.

Further, MOFSL along with its subsidiaries, offers a diversified range of financial products and services such as broking and distribution, institutional equities, asset management business, housing finance, private equity, private wealth management, investment banking, loan against securities and investment activities

Considering the activities carried out by the organization have limited environmental footprint. However, the Company is committed to protect the environment and commitment to manage its waste efficiently and effectively in a responsible and sustainable manner by minimizing impact on the environment, society, and community.

This policy sets down the framework for all the waste management commitments, initiatives, and activities carried out by MOFSL. A detailed information on the procedures along with waste management plans for all categories of waste generated in our operations is contained within this

1. Purpose of the policy:

Due to the wide range of services provided by Company along with its subsidiaries, various types of waste are generated across our operations. This includes municipal waste, electronic waste (e-waste), recyclable materials, paper waste and other waste The Company recognizes its responsibility to ensure the proper disposal of these materials, adhering to industry best practices and regulatory requirements.

The Company’s commitment to sustainability is grounded in the principles of the 3Rs – *reduce, reuse, recycle*. We understand that effective waste management is integral to our environmental responsibility and long-term business sustainability. Our goal is to minimize waste generation, prioritize recycling, and endeavour that no waste is sent to landfill. We aim to continuously improve our practices regarding reducing our environmental impact and promoting a culture of sustainability within our operations.

2. Scope of the policy

This policy applies to all the facilities and locations owned/rented by MOFSL and all our stakeholders associated with our business verticals. All associates and departments of the company and its related business stakeholders shall understand, implement, and promote this policy in their own capacity. The Facilities & Administration (FLM) team of MOFSL along with all its associates and any third parties acting on behalf of MOFSL, including suppliers, partners, contractors, vendors, and affiliates are responsible for supporting and complying with this policy. The FLM team teams shall be accountable for communicating the progress of the implementation of this policy with the Pollution Control Board along with associates, customers, suppliers, and partners of MOFSL.

3. Objectives of the policy

The objectives of this policy are to:

- ✓ Ensure waste management in accordance with all applicable legislative and regulatory requirements, plan for future legislative/ regulatory changes and develop action plan to mitigate their negative effects, if any in future.
- ✓ Provide clearly defined guidelines and SOPs for identifying and coordinating initiatives and activities to implement the waste management process across all locations.
- ✓ Promote environmental awareness to enhance understanding and support initiatives for waste management, reduction, reuse, and recycling across sites and business partners.
- ✓ Ensure safe handling and storage of waste of various types at all facilities and locations owned by MOFSL.
- ✓ Promote best practices and holistic approach on waste management practices across all locations in a comprehensive manner.
- ✓ Ensure that batteries and e-waste are sent to recyclers authorized by the State/Central Pollution Control Boards at the respective locations.

4. Principles of Circular Economy

At MOFSL, we believe the principles of circular economy through waste reduction hierarchy: reduce, reuse, repair, refurbish and recycle.

- ✓ Optimum utilization and Reducing usage of natural resources and materials,
- ✓ Recovering resources as much as possible,
- ✓ Reusing waste wherever practicable,
- ✓ Recycling materials whenever possible.

MOFSL manages these wastes in accordance with all current applicable procedures including government regulations/ legislatures

5. Action Plan / Procedure

At MOFSL we segregate the waste at the point of generation in different groups such as **Dry / Wet and Recyclable waste.**

This activity consists of the separation or sorting of wastes into **recyclables and non-recyclables** and storing them in separate containers/ locations to facilities recycling and disposal.

Dry / Wet Waste: At MOFSL, we are reusing/ recycling the non-hazardous waste in an environmentally sustainable manner. Office waste and mixed dry garbage waste (including plastic) is segregated, and dry garbage waste is stored in a scapyard to be sent to scrap vendors or to municipal dump-yard for disposal. Paper and cardboard waste is sent to authorized recyclers for recycling purposes. Food and garden waste is disposed through cafeteria vendor.

e-Waste: the Company ensures full regulatory compliance with the E-Waste (Management) Rules, 2022 (as amended), which govern the proper handling, storage, and disposal of electronic waste. This includes establishing clear procedures for identifying and segregating obsolete IT equipment like computers, servers, and peripherals. The company partners with authorized vendors approved by pollution control boards for responsible recycling and disposal. To protect data security, robust protocols are in place to securely erase or destroy data from decommissioned devices, preventing unauthorized access. Additionally, the company is committed to continuous improvement by regularly reviewing and updating its waste management policies to align with evolving technologies, regulatory requirements, and sustainability best practices.

6. Role and Responsibility

At each owned facility, the location lead of FLM shall:

- Ensure the placement of waste collection bins in the cafeteria/ pantry and facility premises.
- Facilitate the infrastructure required for storage of non-hazardous waste.
- Monitor the segregation/ collection of waste.
- Disposal of wet garbage
- Disposal of dry waste (paper / cardboards) to authorized recyclers and other dry waste to municipal handlers.
- Conduct periodic meeting / training of the Housekeeping, Garden and Cafeteria staff.

The overall responsibility is vested with MOFSL management. However, the responsibility of implementation of this policy is of FLM team. Getting finance approvals for waste disposal

- Engage with external vendors approved by Pollution Control Board (PCB) for transportation, handling, and recycling of hazardous/non-hazardous waste.

7. Communication and Training of the Policy

We communicate our Waste Management Policy internally and externally to ensure that all stakeholders, including employees, extended workforce, suppliers, vendors, and

customers, are aware of our commitment to waste management and initiatives around waste management.

8. Related Policies

- ESG Policy
- Asset disposal policy

9. Review

MOFSL commits to support and implement this waste management policy. This policy shall be reviewed whenever required or there are any changes.