

E-waste Policy

**L&T Finance Holdings Limited & its
Subsidiaries**

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VERSION CONTROL

Version	Date of adoption	Change Reference	Owner	Approving Authority
1.	April 2021	-	IT Team CSR & Sustainability team	CSR & ESG Committee

I. Introduction

E-waste means electrical and electronic equipment, whole or in part, which is intended to be discarded. Used electronics which are destined for reuse, resale, salvage, recycling or disposal are also considered e-waste.

Every bulk consumer may store the e-waste for a period not exceeding one hundred and eighty (180) days and shall maintain a record of collection, sale, transfer and storage of wastes and make these records available for inspection.

II. Philosophy

In line with our core values of Pride, Integrity, Discipline and Ambition we take ownership of our actions and aim to conduct business in the most responsible manner. At LTFH, we believe that it is our shared responsibility to minimize environmental impact by responsibly managing our e-waste in all aspects of our operations.

III. Purpose

We at LTFH understands that environmentally sound management of e-waste is indispensable as it is increasingly posing a threat to our environment due to presence of harmful substances like cadmium, lead and mercury etc. Through this policy LTFH demonstrates its commitment for 'Zero waste to Landfill' and seeks to manage all IT assets in a manner which conforms to environmental norms as detailed in E-waste Management Rules.

IV. Applicability

This centralized policy on e-waste management is applicable to all our operational offices/ branches and all our subsidiaries located in India.

V. Management of e-waste

At LTFH e-waste management include storage, collection, transportation, and its eventual handing over to authorised/registered recyclers. E-waste disposal is carried out through authorised E-waste handlers/ recyclers (authorized by Ministry of Environment and Forests or Central/State Pollution Control Boards). The vendors are selected through a competitive, open, fair and transparent process.

The list of e-waste is listed below:

Category	Items
Computer	Server / Desktop computer (CPU, Monitor, Keyboard and Mouse), Laptop, Notebook, etc. or similar items
Printer and Accessories	Printer, Scanner, Printer Cartridge, Toner, etc. or similar items
Network equipment's	Routers, Switches, Patch panel, Modem, Converter, VSAT equipment's, etc. or similar items
IT Accessories	CD and DVD, Pen Drive, External Hard disk, External CD/ DVD writer, Speaker, Laptop Battery, VC equipment's, etc. or similar items
Any Others	Power cable, Data cable, UPS, etc. or similar items

E-waste storage and transportation is done in a way so that it reduces the risk of accidentally damaging e-waste during collection, loading and transportation, or any such damage that may create health and safety hazards. There are dedicated e-waste collection points near hub locations where all the waste is collected and handed over to authorised e-waste collectors and transporters. It is our constant endeavour to ensure that Zero waste goes to landfills.

VI. Governance Mechanism

The responsibility of governing e-waste lies with the Sustainability Committee. However, specific activities have been delegated to Infrastructure Support and Sustainability team as deemed appropriate. The Chief Digital Officer is responsible for planning and executing the strategy, which is reviewed and discussed with senior management annually.

VII. Amendments

This Policy may, from time to time, be modified or amended, as deemed fit by the Corporate Social Responsibility and ESG committee of the Company.