

# GREEN INITIATIVE & SUSTAINABILITY STRATEGY (GISS) COMMITTEE CHARTER & TERMS OF REFERENCE

Shete Advanced Technologies Private Limited

Document No: TOR-01/SAT/25-26/12 | Effective: 18 December 2025 | Version 1.0

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| <b>Committee Name</b>         | Green Initiative & Sustainability Strategy (GISS) Committee |
| <b>Constitution Date</b>      | 18 December 2025  |
| <b>Constituting Authority</b> | Board of Directors, Shete Advanced Technologies Pvt. Ltd.   |
| <b>Chairperson</b>            | Mr. Vyankatesh Shete, Director                              |
| <b>Secretary</b>              | Mr. Anand Kumar Keshwan, Management Representative          |
| <b>Meeting Frequency</b>      | Quarterly (minimum); additional meetings as required        |
| <b>Reporting To</b>           | Board of Directors  |
| <b>Document Reference</b>     | Internal Office Order dated 18/12/2025                      |

## 1. Constitution and Composition

The GISS Committee is formally constituted by the Board of Directors of Shete Advanced Technologies Private Limited pursuant to the Internal Office Order/Memo dated 18 December 2025. The Committee comprises the following members:

**Reg. Office:** Plot no 11, Mahabali society, Karve Nagar, Pune. 411052

**Office Address:** Sr No. 74,75/2/1, Office No. 21,22, 23, 3rd floor, Shroff Suyash Building, Baner, Pune, 411045

☎ 7020824405 ✉ info@sheteadvancedtechnologies.com

**CIN:** U31909PN2022PTC207549, **GST:** 27ABHCS6382G1ZY

| Member Name               | Role                                  | Designation / Department                 |
|---------------------------|---------------------------------------|--|
| Mr. Vyankatesh Shete      | Chairperson & Treasurer               | Director, SAT                            |
| Mr. Anand Kumar Keshwan   | Secretary — Management Representative | Management                               |
| Mr. Ameya Dani            | Technical — Management Representative | Technical Department                     |
| Ms. Sujata Jadhav         | Administrative Representative         | Administration                           |
| Dr. Chandrashekar Talathi | Advisory Representative               | Board External Party Independent Advisor |
| Mr. Sanjeev Hallur        | Advisory Representative               | Board External Party Independent Advisor |
| Mr. Kumar K. Tejwani      | Advisory Representative               | Board External Party Independent Advisor |

## 2. Purpose and Mandate

The GISS Committee is mandated by the Board to develop, implement, oversee, and monitor all sustainability and environmental initiatives of SAT. The Committee serves as the primary governance body for SAT's Green Bond commitments, Climate Change Policy, and ESG reporting obligations.

## 3. Key Objectives

1. Conduct annual sustainability audits to assess SAT's environmental impact across Scope 1, 2, and 3 GHG emissions
2. Develop, maintain, and review the Sustainability Strategy and Climate Change Policy (CCP-01/SAT/25-26/12)

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3. Oversee the Green Bond Framework and ensure compliance with ICMA Green Bond Principles 2023
4. Develop and track measurable environmental KPIs including CO<sub>2</sub> avoided, energy savings (MWh), and smart meters deployed
5. Monitor use of Green Bond proceeds and review quarterly allocation reports
6. Promote environmental awareness and capacity building among employees, suppliers, and stakeholders
7. Engage with external verifiers, ESG rating agencies, and regulatory bodies
8. Review and approve the Annual Green Bond Allocation and Impact Report
9. Advise the Board on emerging ESG risks, regulations, and opportunities
10. Oversee biodiversity impact assessment and natural capital reporting

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## 4. Roles and Responsibilities

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### 4.1 Chairperson

- Presides over all Committee meetings and sets agenda
- Reports directly to the Board of Directors on Committee activities
- Approves the Annual Green Bond Report and sustainability disclosures
- Signs all external sustainability and ESG communications on behalf of SAT
- Maintains final accountability for Green Bond covenant compliance

### 4.2 Secretary

- Prepares and circulates meeting agendas, minutes, and action logs within 5 working days
- Maintains the Green Bond Register and tracks proceed allocations
- Coordinates with external verifiers, auditors, and ESG rating agencies
- Manages regulatory filings related to sustainability reporting (BRSR, SEBI ESG disclosures)

### 4.3 Technical Representative

- Provides technical input on smart meter sustainability impact and product-level carbon footprint
- Oversees data collection for GHG inventory and environmental KPIs
- Leads green product R&D initiatives funded by the Green Bond

### 4.4 Administrative Representative

- Manages internal sustainability communications and staff awareness campaigns
- Coordinates supply chain sustainability assessments and supplier ESG reporting
- Maintains policy documents, approvals, and compliance records

### 4.5 Advisory Board Representatives (External Parties)

- Advisory Board Members are appointed on Bi-annual basis for Independent Advisory roles based on acceptance of re appointment by the Advisories and certain sitting fees or other consultancy fee as agreed upon.

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- Provide independent expert advice on ESG strategy, regulatory developments, and best practices
- Review and provide opinions on material sustainability disclosures and the Annual Green Bond Report
- Represent SAT's interests in external industry forums and sustainability working groups

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## 5. Meeting Procedures

- Meetings shall be held quarterly as a minimum, with additional meetings convened by the Chairperson as needed
- Quorum: Minimum 4 members including the Chairperson or delegate
- Decisions shall be by majority vote; in case of a tie, the Chairperson holds the casting vote
- Minutes shall be circulated within 5 working days and approved at the subsequent meeting
- External advisors and subject matter experts may be invited to meetings as observers
- Virtual/hybrid meetings are permitted with all attendees confirming receipt and review of materials in advance

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## 6. Reporting and Accountability

- The Committee shall present a Sustainability Performance Summary to the Board at every quarterly Board meeting
- An Annual Sustainability Report (including Green Bond Allocation and Impact Report) shall be prepared and publicly disclosed on SAT's website
- Material ESG incidents or non-conformities shall be escalated to the Board within 48 hours
- The Committee shall liaise with the statutory auditor and internal audit team on all ESG-related audit matters

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## 7. Review of Charter

This Charter shall be reviewed annually by the GISS Committee and updated to reflect changes in the Company's sustainability strategy, regulatory requirements, and Board directions. Any material amendments require Board of Directors approval.

### Approved by the Board of Directors

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**Vyankatesh B. Shete**

Director | Date: 18/12/2025



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