

MRK HEALTHCARE PRIVATE LIMITED-CSR POLICY



SHORT TITLE

This policy is in relation to the Corporate Social Responsibility (“CSR”) of **MRK HEALTHCARE PRIVATE LIMITED** and is titled as the “**CSR Policy**”

Notwithstanding anything to the contrary contained in this CSR Policy but subject to applicable law, in the event that the Company fails to meet the thresholds set out under Section 135(1) of the Act for three consecutive financial years, it shall not be required to:

- (i) Constitute/maintain the CSR Committee; and
- (ii) Comply with the provisions of this CSR Policy

Till such time as it again meets the criteria specified in Section 135(1) of the Act.

I. **PURPOSE**

This Policy encompasses our philosophy towards CSR and lays down guidelines and mechanisms for undertaking socially beneficial programmes for welfare and sustainable development of the society at large. The purpose of this document is to outline the policies and procedure for CSR of **MRK HEALTHCARE PRIVATE LIMITED (referred to as “the Company”)**.

II. **OBJECTIVE**

The objectives of the CSR Policy are to:

1. Uplift the communities around its areas of operation, thereby creating a positive impact in the community;
2. Identify interventions to ensure sustainable social development after considering the immediate and long-term socio-environmental consequences; and
3. Generate community goodwill for the Company through its CSR initiatives and help reinforce a positive image of the Company as a socially responsible corporate entity.

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III. DEFINITION AND INTERPRETATION

1. **“Act”** means the Companies Act 2013 and rules as applicable
2. **“Administrative overheads”** means the expenses incurred by the Company for general management and administration of Corporate Social Responsibility functions in the Company but shall not include the expenses directly incurred for the designing, implementation, monitoring and evaluation of a particular Corporate Social Responsibility project or programme.
3. **“Board”** means the Board of Directors of the Company.
4. **“CSR Activities”** means the activities undertaken by a Company in pursuance of its statutory obligation laid down in Section 135 of the Act in accordance with the provisions contained in CSR rules, but shall not include the following, namely:-
 - a. activities undertaken in pursuance of normal course of business of the company;
 - b. any activity undertaken by the company outside India except for training of Indian sports personnel representing any State or Union territory at national level or India at international level;
 - c. contribution of any amount directly or indirectly to any political party under section 182 of the Act;
 - d. activities benefitting employees of the company as defined in clause (k) of section 2 of the Code on Wages, 2019 (29 of 2019);
 - e. activities supported by the companies on sponsorship basis for deriving marketing benefits for its products or services;
 - f. activities carried out for fulfilment of any other statutory obligations under any law in force in India.
5. **“CSR Committee”** means a committee constituted by the Board of Directors in terms of Section 135 of the Act and the CSR Rules.
6. **“CSR Rules”** means the Companies (Corporate Social Responsibility Policy) Rules, 2014, as amended from time to time.
7. **“CSR Expenditure”** means the amount recommended by the CSR Committee to be incurred on the CSR Activities in India in terms of the Act and the CSR Rules as approved by the Board from time to time.

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8. **"Fund" or "CSR Fund"** means a funds are specifically specified under Schedule VII for the purposes of sub-section (5) and (6) of Section 135 of the Act, the unspent CSR amount, if any, shall be transferred by the Company to any fund included in Schedule VII of the Act;
9. **"Director"** means a member of the Board of the Company
10. **"Net Profit"** means the net profit of a Company as per its financial statement prepared in accordance with the applicable provisions of the Act, but shall not include the following, namely:
 - a. any profit arising from any overseas branch or branches of the Company, whether operated as a separate company or otherwise; and
 - b. any dividend received from other companies in India, which are covered under and complying with the provisions of Section 135 of the Act;
11. **"Ongoing Project"** means a multi-year project undertaken by the Company in fulfilment of its CSR obligation having timelines not exceeding three years excluding the financial year in which it was commenced, and shall include such project that was initially not approved as a multi-year project but whose duration has been extended beyond one year by the board based on reasonable justification;
12. **"Trust"** means a public charitable trust registered under the Indian Trusts Act, 1882 or any other applicable law in India.

Any term not defined above, shall have the meaning assigned to it under the Act or the CSR Rules.

IV. APPROACH AND DIRECTION OF THE BOARD ALONG WITH GUIDELINES FOR SELECTION, IMPLEMENTATION AND MONITORING OF ACTIVITIES:

1. *The Board of Directors of the Company shall:*
 - a. approve the CSR Policy after taking into account the recommendations made by the CSR Committee and disclose the contents of such policy in its Board Report and also place it on the Company's website, if any.
 - b. ensure that the activities are included in CSR Policy of the Company and such activities are undertaken by the Company in the manner prescribed in CSR rules.ensure that the Company spends, in every financial year, at least 2% of the average net profits of the Company made during the three immediately preceding financial years, in pursuance of its CSR Policy.

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- c. Provided that if the company fails to spend aforesaid amount, the Board shall, in its report made under clause (o) of sub-section (3) of section 134, specify the reasons for not spending the amount and, unless the unspent amount relates to any ongoing project, transfer such unspent amount to a Fund specified in Schedule VII, within a period of six months of the expiry of the financial year.
 - d. satisfy itself that the amounts disbursed in respect of fulfillment of CSR obligation have been utilized for the purposes and in the manner as approved by it and the Chief Financial Officer or the person responsible for financial management shall certify to the effect.
 - e. monitor the implementation of the ongoing project, if any, with reference to the approved timelines and year-wise allocation and shall be competent to make modifications, if any, for smooth implementation of the project within the overall permissible time period.
 - f. ensure that the administrative overheads shall not exceed five percent of total CSR expenditure of the company for the financial year.
 - g. include in its Report the annual report on CSR in the format as prescribed in CSR rules.
2. *Implementation of CSR Projects: The CSR will be undertaken as per the programs and/or projects to be undertaken from the activities prescribed under schedule VII and identified by the CSR Committee/Board from time to time:*

The Board shall ensure that the CSR activities are undertaken by the Company itself or through –

- a. a company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80 G of the Income Tax Act, 1961, established by the company, either singly or along with any other company, or
- b. a company established under section 8 of the Act or a registered trust or a registered society, established by the Central Government or State Government; or
- c. any entity established under an Act of Parliament or a State legislature; or

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- d. a company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80G of the Income Tax Act, 1961, and having an established track record of at least three years in undertaking similar activities.

Provided that entity covered under point (2) above intends to undertake any CSR activity must have CSR Registration certificate/unique CSR Registration Number as provided by the concerned Registrar of the Companies.

Provided further that criteria of having mandatory CSR Registration number shall not affect the CSR projects or programmes approved prior to the 1st day of April 2021.

- a. The company may engage international organisations for designing, monitoring and evaluation of the CSR projects or programmes as well as for capacity building of their own personnel for CSR.
 - b. The company may also collaborate with other companies for undertaking projects or programmes or CSR activities in such a manner that the CSR committees of respective companies are in a position to report separately on such projects or programmes.
3. *The Company shall conduct due diligence prior to selection of an entity as its implementation agency, to inter alia verify the credentials and ensure that the proposed implementation agency is eligible and capable to be appointed as such.*

V. CSR COMMITTEE

The CSR Committee will consist of:

1. Kamlesh Shah Director
2. Sneha Shah Director
3. Dhiren Shah Independent Director

Where the amount to be spent by a Company under sub-section (5) of section 135 does not exceed fifty lakhs rupees or any other limit as may be prescribed from time to time, the requirement under sub-section (1) of section 135 for constitution of the Corporate Social Responsibility Committee shall not be applicable and the functions of such committee provided under section 135 shall, in such cases, shall be discharged by the Board of Directors of the Company.

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1. *The CSR Committee will be responsible for the following:*
 - a. Formulating a Corporate Social Responsibility Policy which shall indicate the activities to be undertaken by the company as specified in Schedule VII and recommending the same to the Board for approval.
 - b. Recommending the amount of expenditure to be incurred on the activities referred above.
 - c. Monitoring the Corporate Social Responsibility Policy of the company on a regular basis, ensuring that it is updated for any change or enhancement in scope and the same is recommended to the board for approval.
 - d. Defining the modalities and monitoring the progress of the activities being undertaken under the policy.
 - e. Formulate annual action plan in pursuance of the CSR policy in accordance with the applicable law, and inclusive of the following items:
 - i) the list of CSR projects or programmes that are approved to be undertaken in areas or subjects specified in Schedule VII of the Act;
 - ii) the manner of execution of such projects or programmes;
 - iii) the modalities of utilisation of funds and implementation schedules for the projects or programmes;
 - iv) monitoring and reporting mechanism for the projects or programmes; and
 - v) details of need and impact assessment, if any, for the projects undertaken by the company.
2. *The CSR Committee shall hold meetings which shall be attended by minimum of two members of the Committee. The meetings shall be held at the registered office or at any other place as may be agreed by the members of the Committee.*
3. *All questions of interpretation or discrepancies which shall arise under, or as a result of, or pursuant to, or in connection with the implementation of the CSR Policy or any initiative or activities undertaken by the Company in terms of the CSR Policy, shall be referred to the CSR Committee for their inputs and the final decision/determination/ interpretation shall rest with the Board.*

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VI. SELECTION/IDENTIFICATION OF CSR PROJECTS:

1. CSR Projects need to be identified and planned for approval of the CSR Committee, with estimated expenditure and phase wise implementation schedules.
2. The Company shall ensure that in identifying its CSR Projects, preference shall be given to the local area and areas around which the Company (including its Units) operates. However, this shall not bar the Company from pursuing its CSR objects in other areas.
3. As a cardinal principle, the CSR Projects shall be identified on the basis of a detailed assessment survey and ensure that such CSR project must fulfill the criteria as prescribed in Section 135 and rules made there under. Every year, the CSR Budget, along with its implementation schedule shall be presented to the Board, by the CSR Committee, for its approval.
4. The Members of the CSR Committee of the Company and/or Nodal Officer are authorized severally to decide the Projects to be implemented as recommended by the CSR Committee and approved by the Board.
5. The CSR Committee may engage external professionals /firms /agencies, if required, for the purpose of selection of CSR Projects.

VII. CSR EXPENDITURE

1. The Company shall spend at least 2% (two percent) of average net profits of the Company made during the three immediately preceding financial years in accordance with the provisions of Section 198 of the Act.
2. The CSR Committee shall recommend to the Board the manner in which the CSR Expenditure shall be incurred in a year, in accordance with the Act and the Rules and the CSR Policy.
3. The Board will sanction the CSR Expenditure after consideration of recommendation made by the CSR Committee. Board and CSR Committee will taking steps to ensure that the amount for the CSR Expenditure is available to the Company or Implementation agency for application towards the CSR Activities.

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4. Where the Company spends an amount in excess of requirement provided under Section 135(5), such excess amount may be set off against the requirement to spend under Section 135(5) up to immediately succeeding three financial years subject to the conditions that: the excess amount available for set off shall not include the surplus arising out of the CSR activities, if any, in pursuance of sub-rule (2) of the CSR rules the Board of the company shall pass a resolution to that effect.
5. In order to count towards CSR Expenditure, CSR Activities must be undertaken in compliance with the applicable laws and shall not include the following:
 - (i) activities undertaken in pursuance of normal course of business of the company any activity undertaken by the company outside India except for training of Indian sports personnel representing any State or Union territory at national level or India at international level;
 - (ii) contribution of any amount directly or indirectly to any political party under Section 182 of the Act;
 - (iii) activities benefitting employees of the company as defined in clause (k) of Section 2 of the Code on Wages, 2019 (29 of 2019);
 - (iv) activities supported by the companies on sponsorship basis for deriving marketing benefits for its products or services; and
 - (v) activities carried out for fulfilment of any other statutory obligations under any law in force in India.
 - (vi) Other Activities as may be specified by Government or ministry from time to time.
6. The Board shall ensure that the administrative overheads shall not exceed, limit specified by the Act, of total CSR expenditure of the Company for the financial year.
7. Unspent amount if any, for the financial year, unless it is earmarked for an Ongoing Project referred to in section 135(5), shall be transferred to funds specified in Schedule VII of the Act, within a period of 6 months from the end of the financial year.

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8. Unspent amount, if any, for the financial year, pertaining to an Ongoing Project fulfilling conditions as prescribed in CSR rules and undertaken in pursuance of CSR policy, shall be transferred to a special bank account i.e. Unspent Corporate Social Responsibility Account of the Company within a period of 30 days from the end of financial year and such unspent amount shall be spent by the Company in pursuance of its obligation towards CSR policy within a period of three financial years from the date of such transfer, failing which, the company shall transfer the same to a funds specified in Schedule VII, within a period of thirty days from the date of completion of the third financial year.

VIII. CSR ACTIVITIES

1. The Board shall ensure that the CSR Activities that are undertaken by the Company should be within the scope of the following activities:
 - (i) Eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation including contribution to the Swach Bharat Kosh set-up by the Central Government for the promotion of sanitation and making available safe drinking water;
 - (ii) Promoting education, including special education and employment enhancing vocation skills especially among children, woman, elderly, and the differently abled and livelihood enhancement projects;
 - (iii) Promoting gender equality, empowering women, setting up homes and hostels for women and orphans, setting up old age homes, day care centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups;
 - (iv) Ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agro forestry, conservation of natural resources and maintaining quality of soil, air and water including contribution to the Clean Ganga Fund set-up by the Central Government for rejuvenation of river Ganga;
 - (v) Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art; setting up public libraries; promotion and development of traditional arts and handicrafts;
 - (vi) Measures for the benefit of armed forces veterans, war widows and their dependents, Central Armed Police Forces (CAPF) and Central Para Military Forces (CPMF) veterans, and their dependents including widows;
 - (vii) Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports;

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- (viii) Contribution to the Prime Minister's National Relief Fund or Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund (PM CARES Fund) or any other fund set up by the Central Government for social-economic development and relief and welfare of the Scheduled Castes, the Scheduled Tribes, other backward classes, minorities and women;
- (ix) Contribution to incubators or research and development projects in the field of science, technology, engineering and medicine, funded by the Central Government or State Government or Public Sector Undertaking or any agency of the Central Government or State Government, and contributions to public funded Universities; Indian Institute of Technology (IITs); National Laboratories and autonomous bodies established under Department of Atomic Energy (DAE); Department of Biotechnology (DBT); Department of Science and Technology (DST); Department of Pharmaceuticals; Ministry of Ayurveda, Yoga and Naturopathy, Unani, Siddha and Homoeopathy (AYUSH); Ministry of Electronics and Information Technology and other bodies, namely Defense Research and Development Organisation (DRDO); Indian Council of Agricultural Research (ICAR); Indian Council of Medical Research (ICMR) and Council of Scientific and Industrial Research (CSIR), engaged in conducting research in science, technology, engineering and medicine aimed at promoting Sustainable Development Goals (SDGs).
- (x) Rural development projects;
- (xi) Slum area development
Explanation - For the purpose of this item, the item 'slum area' shall mean any area declared as such by the Central Government or any State Government or any other competent authority under law for the time being in force;
- (xii) Disaster management including relief, rehabilitation and reconstruction activities; and
- (xiii) Any other project as may be specified under Schedule VII of the Companies Act, 2013, from time to time.

2. The CSR Activities will be carried out in a manner that the preference is to undertake the CSR Activities in and around the local areas where the Company operates.
3. Based on the scope of activities set out here in above, the CSR Committee shall provide recommendations to the Board with respect to specific CSR Activities that may be undertaken by the Company.

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4. The Board shall ensure that appropriate designated staff or personnel provide adequate assistance (viz. data collection, survey, quotations and costs involved etc.) to the CSR Committee to enable it to make necessary recommendations to the Board. For this purpose, the CSR Committee may also approach external consultants for necessary assistance as it may deem fit at such costs as may be approved by the Board.
5. The following details of any CSR Activities to be undertaken by the Company shall be presented to the Board by the CSR Committee along with its recommendations:
 - (i) The list of CSR projects or programmes to be undertaken in areas or subjects specified in Schedule VII of the Act;
 - (ii) The objectives and expected results of the CSR Activity;
 - (iii) The relevant sector and the nature of the CSR Activity;
 - (iv) The focus area/ location for implementation of the CSR Activity;
 - (v) The modalities of utilisation of funds and amount to be allocated towards the CSR Activity;
 - (vi) The implementation schedules for the projects or programmes with indicative timelines for completion of the CSR Activity;
 - (vii) The manner of execution - whether the CSR Activity should be undertaken by the Implementation Group or any Implementing Agency or in collaboration with any other company;
 - (viii) Monitoring and reporting mechanism;
 - (ix) details of need and impact assessment, if any, for the projects undertaken by the company; and (x) Such other details as it may deem necessary.
6. In case any of the CSR Activities to be undertaken are anticipated to be long term i.e. an ongoing project being of a term of 3 (three) years excluding the financial year in which it was commenced, then a detailed estimate on implementation schedule or milestones should be submitted by the CSR Committee to the Board.

IX. MONITORING PROCESS

1. To ensure that the objectives of CSR Policy are being met in an efficient and effective manner, the utilization of the amount sanctioned towards CSR Activities should be reported by the Implementation Agency to the Board as well the CSR Committee on a quarterly basis in such manner as the CSR Committee may direct.

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2. In the event any of the CSR Activities are undertaken through an Implementing Agency, the CSR Committee should obtain relevant information from the Implementing Agency and ensure that the progress on such CSR Activity is submitted to the Board on regular basis.
3. For the purposes of monitoring, the CSR Committee or Authorized person may visit the sites or places to review CSR project and carry out inspections as recommended by the CSR Committee from time to time.
4. Upon receipt of such progress report by the Implementation Agency, the CSR Committee may review and deliberate upon such reports and provide such inputs or recommendations, as it may deem necessary, to the Board.
5. Notwithstanding anything to the contrary, the Board shall not be obliged to comply with the recommendations of the CSR Committee.

X. REPORTING AND RECORD KEEPING

1. The Board's Report of the Company shall include an annual report on CSR containing particulars as specified by the Act and as amended from time to time.
2. The Company shall undertake impact assessment through an Independent Agency of their CSR projects having outlays of Rs.1 crore or more if the CSR obligation of the Company exceeds Rs. 10 crore or more in the three immediately preceding financial years.
3. The impact assessment report mentioned above shall be placed before the Board and shall also be annexed to the annual report on CSR.
4. Impact assessment shall be carried out project wise only incases where both the above condidions are fulfilled In other cases, it can be taken up by the Company on a voluntary basis.
 - (i) Companies with minimum average CSR obligation of Rs.10 crore or more in the immediately preceding 3 financial year; and
 - (ii) Companies that have CSR projects with outlays of minimum Rs. 1crore and which have been completed not less than 1 year before undertaking impact assessment
5. The Company shall disclose the composition of the CSR committee and CSR Policy and projects approved by the Board on its website.
6. The Board will ensure that the Statutory requirements as may be prescribed from time to time under the Companies Act, 2013, as amended and the CSR Rules are complied with.

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XI. AMENDMENT

The Board of the Company may, subject to compliance with applicable law, at any time alter, amend or modify the CSR Policy as it deems fit to comply with the statutory obligation of the Company to undertake the CSR Activities.

This is policy is amended and approved in the Board Meeting of the Company held on 23rd August,2021.

For MRK Healthcare Private Limited


Director / Authorised Signatory

Sneh Shah
Director
DIN: 05296181

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