# GLOBAL COMPACT ANNUAL COMMUNICATION ON PROGRESS (2008-09) TATA STEEL

<b>Company Name</b>	Tata Steel Limited	Date	April 14, 2010
<b>Unit (if applicable)</b>	Not Applicable		
Address	Tata Steel Limited		
	Jamshedpur – 831001	Membership date	March 9,2001
	Jharkhand		
Country	India	Number of	34260 full time
		employees	employees (2008-09)
<b>Chief</b> Executive	Mr. H M Nerurkar, Managing	Contact name and	1. Mr Satish Pillai, Chief
Officer or Highest	Director	position	(Corporate Sustainability
<b>Level Executive</b>			Services)
	Tel: +91 657 2424602		2.Mr Sanjay Choudhry,
	Jamshedpur		Chief Corporate Affairs
	Jharkhand (India)		& Communication
	PIN 831 001		
Contact telephone	+91 657 2425999/ +91 657	Sector	Metals and Mining
no.	2431142		Industry
			-

### **Brief description of nature of business**

Established in 1907, Tata Steel now is the world's second most geographically diversified steel producer and a Fortune 500 Company with an existing annual crude steel production capacity of 30 million tonnes. It is geographically spread over 5 continents with manufacturing units in 26 countries.

Tata Steel completed 100 glorious years of existence on August 26, 2007 following the ideals and philosophy laid down by its Founder, Jamsetji Nusserwanji Tata. The first private sector steel plant which started with a production capacity of 1, 00,000 tonnes has transformed into a global giant.

Tata Steel plans to grow and globalize through organic and inorganic routes. The Jamshedpur plan has a crude steel production capacity of 6.8 million tonnes per annum (mtpa) .The company also has proposed three Greenfield steel projects in the states of Jharkhand, Orissa and Chhattisgarh and steel making facilities in Vietnam.

Through investments in Corus, Millennium Steel (renamed Tata Steel Thailand) and NatSteel Holdings, Singapore, the Tata Steel has created a manufacturing and marketing network in Europe, South East Asia and the Pacific-rim countries.

Tata Steel, through its joint venture with Tata Blue Scope Steel Limited, has also entered the steel building and construction applications market.

The captive iron ore mines and collieries in India give the Company a distinct advantage in raw material sourcing. Tata Steel is also striving towards raw materials security through joint ventures in Thailand, Australia, Mozambique, Ivory Coast (West Africa) and Oman and Canada.

Exploration of opportunities in titanium dioxide business in Tamil Nadu, high carbon ferro-chrome plant in South Africa and setting up of a deep-sea port in coastal Orissa are integral to the Growth and Globalisation objective of Tata Steel.

Tata Steel's vision is to be the global steel industry benchmark for Value Creation and Corporate Citizenship.

Tata Steel is one of the few steel companies in the world that is Economic Value Added (EVA) positive. It was ranked the "World's Best Steel Maker", for the third time by World Steel Dynamics in its annual listing in February, 2006. Tata Steel has been conferred the Prime Minister of India's Trophy for the Best Integrated Steel Plant five times. Moreover, Tata Steel has been conferred with the prestigious Deming Application prize award 2008.

Jamshedpur a well-planned modern town maintained by Tata Steel is one of the best in India in terms of quality of life of people residing here. It was selected as a UN Global Compact City in 2004- the only Indian city (only 6 cities in the world has got this recognition).

# **Statement of support**

The year past provided many challenges to business and communities across the globe. The leadership commitment going into the downturn for us at Tata Steel was to emerge from the crisis even stronger. We undertook several steps in enhancing resource utilization and fiscal prudence. I am happy to note that even in trying situations, our social initiatives remained robust and delivered upon stakeholder expectations.

The notion of social stewardship, integral to our business, together with our continual improvement philosophy has been driving our excellence orientation for over a hundred years of our existence. From the onset, more than a century ago, Tata Steel has been governed by principles put into practice through policies and systems that later became the law of the land. Our commitment to workforce issues is evident from the vision of the Founder which guides us. These pursuits encourage us to seek partnerships such as the United Nations Global Compact and together we work to improve compliance to corporate governance aspects. We follow the Tata Code of Conduct which is an internal group-wide guide to corporate behavior and is signed by one and all. The UNGC commitment to labor standards, environment and anti-corruption aspects is covered and implemented through cross-functional initiatives of the company. Working conditions for employees and supply chains are primarily managed through the standard SA8000, which is based on principles and conventions such as the Universal Declaration of Human Rights and International Labour Organization Conventions.

In 2009, Tata Steel Works was upgraded to the SA 8000:2008 standard. The company's implementation was featured in SA8000: The First Decade (Greenleaf: London) and in a Centre for International Private Enterprise (CIPE) workplace study. The city of Jamshedpur is one among six in the world to be chosen to participate in the UN Global Compact Cities Pilot Programme and in 2009 we hosted their review team. Going forward, we look forward to participating in the UNGC CEO Summit in June 2010 and share learning through a partnership research project conducted by Social Accountability International and CIPE.

Signature	<b>\</b>	Position	Managing Director, Tata	
	mulu		Steel Limited	
Ų,	Wind			
PRINCIPLE 1	BUSINESS SHO	OULD SUPPORT	AND RESPECT THE	
	PROTECTION	OF INTERNATION	NALLY PROCLAIMED	
	HUMAN RIGHTS	S		
Our Commitment or Poli	icv			

There is no abuse of Human Rights by security agencies in the company in line with Principle 1 and 2.

# A brief description of our Processes or Systems

- In 2006-07 the organization sustained the systems for OHSAS-18001 & SA-8000
- Founder member of Global Coalition on HIV/ AIDS
- Founder Member of UN Global Compact

Many things were passed in ILO as convention, much after it was introduced in Tata Steel.

Official Titles of conventions adopted by ILO	ILO	Tata Steel
Hours of work (Industry) convention	1919	1912
Workmen's compensation accident convention	1925	1920
Weekly rest convention	1921	1912
Holiday with Pay convention	1936	1920
Rights to organise and collective bargaining	1949	1919
Maintenance of Social Securities rights convention	1982	1920
Promotion frame work of OSHAS convention	2006	2002
SA 8000		2003

# Actions implemented in the last year / planned for next year

- Promotion of Good corporate practices in the areas of Human Rights, Labour and Environment various policy and programmes supporting the above mentioned
- Non-Discrimination at workplace on the basis of caste, class, religion, sex, etc.
- Policy against Child Labour
- GRI Reporting Sustainability Report

### **Measurable Results or Outcomes**

Recognition as a Good Corporate Citizen

PRINCIPLE 2	BUSINESS	SHOULD	<b>ENSURE</b>	THAT	THEY	ARE	NOT
	COMPLICI	T IN HUMA	N RIGHTS	<b>ABUSE</b>	S		

# **Our Commitment or Policy**

Tata Steel is proud of its reputation as a fair and caring employer and respects and protects Human Rights both within and outside the workplace. Working conditions for employees and supply chains are managed through the application of standards and conventions based on the Universal Declaration of Human Rights (UDHR) and ILO Conventions such as SA 8000 and the UN Global Compact Principles.

Tata Steel also promotes Human Rights more widely through its policy of inclusive growth, and CSR initiatives, as the company believes that socio-economic security is a precondition to a safe and dignified existence.

# A brief description of our Processes or Systems

List of all the employee, labour and consumer related regulations and the specific obligations thereof, applicable to the organization's products, activities and services, and their compliance status is given in the table below.

	Year	Name of Law / Regulation	Status of Compliance Prevailing
1	1948	The Factories Act, 1948 and the Bihar	Annul Return and Half yearly Return sent in
		Rules 1950.	Jan 2009
2	1950	Bihar Factories Rules	Form 3 sent in case of appointment of
			temporary change of Manager under Rule 12
			A.
3	1961	Maternity Benefit Act, and Rules	Annual Return sent in Jan 2009
		1964	
4	1936	Payment of Wages Act and Rules	Annual Return sent in Jan 2009

(the list is not comprehensive)

Various provisions under the acts, rules, notifications under social laws are reviewed for compliance at predetermined frequency by the various departmental / process heads. Tata Steel's Initiatives in social upliftment and labour welfare became ultimately the rules and regulations for India. Tata Steel complies hundred percent to the statutory provision under social laws which are applicable to our activities / services.

# Actions implemented in the last year / planned for next year

Working conditions for employees and supply chains are primarily managed through the standard SA8000, which is based on principles and conventions such as the Universal Declaration of Human Rights and International Labor Organization Conventions. We work in collaboration with Social Accountability International, as per the SA8000 auditable standard.

In 2008-09, Tata Steel underwent External Audit through accreditation agency DNV. It participated in study "From Words to Action: A business case for implementing workplace standards" along with Social Accountability International and Centre for International Private Enterprise (CIPE) which further appraised its working conditions and human rights related compliances.

Tata Steel Works also conducted internal reviews on various social compliances.

#### **Measurable Results or Outcomes**

Our commitment to human rights extends to all our significant investment decisions. Significant capital expenditure such as machinery and technology is sourced from reputed technology and equipment suppliers who follow internationally accepted norms and standards on human rights.

The Procurement Division of Tata Steel has designed and deployed a robust process for ensuring human rights by suppliers and contractors. Amongst other measures and checks:

The vendor registration process requires details which provide checks and assurances on the organisation, such as registration details with various statutory authorities

An independent vigilance report is obtained before the registration to verify the credentials of the vendor, if required.

- Suppliers and contractors must accept Tata Steel's Code of Conduct
- Vendors must comply with various clauses of SA8000
- Sample audits are undertaken at vendors' premises to check compliance with requirements
- Vendor performance is monitored on human rights, labour laws, safety etc. in addition to price, quality, and delivery parameters

In order to sustain the relationship with vendors, the following actions have been taken in 2008-09: Refresher training on SA8000 to contractors: conducted.

Vendor Meets, chaired by the Senior Management Team.

Supplier Value Management programme ensuring value creating partnerships with vendors: (cumulative) sessions.

PRINCIPLE 3	BUSINESS	SHOULD	UPHOLD	THE	FREEDOM	OF
	ASSOCIATION	ON AND T	HE EFFECT	IVE R	<b>ECOGNITION</b>	OF
	THE RIGHT	TO COLLE	CTIVE BAR	GAININ	NG	

#### **Our Commitment or Policy**

Tata Steel has recognized Unions. Any employee can become a member of the Union .All issues related to workmen are discussed with the Union. The worker selected representatives are given off time for their meetings.

#### A brief description of our Processes or Systems

Labor Management Relations: Tata Steel has an impeccable record of Industrial Harmony. In 2003 the company celebrated 75 years of mutual co-operation coordination and understanding between the Management and the Union.

Collective Bargaining: Tata Steel has a firm belief that a healthy union is an asset for the company. Trade Unions are there at all locations. Majority of employees (other than officers) are represented by independent Trade Unions. Collective bargaining issues are discussed with recognized unions at different locations on a regular basis.

Wage Revisions for Employees: The year FY'09 saw a downturn in the global economy which affected industries in India as well - including Tata Steel. Even in such situation, the company went ahead and concluded the wage settlements for its employees which were due. This resulted in a substantial increase in the wages of the each employee thereby increasing their motivation levels and commitment and loyalty towards Tata Steel.

Employee Participation in Decision making: Tata Steel is a pioneer in the area of joint consultation which is in place in Tata Steel for last 50 years. This is a unique system in which both management and employees representatives consult each other at all level on matter relating to the progress and prosperity of the organization. The three tier Joint Councils structure is given in the diagram below.

### The Three Tier System in Tata Steel

Joint Works Quality Committee  Sports Co-ordination & Advisory Committee	Joint Consultative Council of Management (JCCM) Chairman Co-Chairman Secretary	Joint Committee for Employee's Training and Development  Joint Amenities Committee
Hospital Advisory Committee	Management and Employee Representatives (11 from each side)	Community Development and Social Welfare Advisory Committee
Central Canteen Managing Committee	Joint works Council (JWC) Chairman Vice-Chairman Secretary Management and Employee Representatives (13 from each side)	Suggestion Box Committee
Suggestion, Agenda and Follow-up Sub Committee	Joint Departmental Council (JDC) Chairman Vice-Chairman Secretary	Safety, Health and Environment Sub Committee
Quality and Training Sub Committee	Management and Employee Representatives ( 2-10 from each side)	Welfare and Amenities Sub Committee

The system has matured over the years and aligned with the business as explained below in diagram:-

#### **Repositioning Joint consultation process** Building Technological self Three tier Joint Councils aligned reliance Bringing more focus towards with Business internal customers (Cycle time, Quality) Improving labour productivity Involvement of employees into and reducing cost improvement initiatives Focus on Daily management Introducing Production, Cost and as per Deming methodology Productivity as a separate review The joint consultation 3. Including Domestic Management process started in 1956 programmes for employees wives and the focus was on Creating post of Safety Inspectors meeting the Creating post of training physiological needs, coordinator meeting the Aligning the functioning of requirements of good subcommittees in line with Hygienic work departmental ABP environment, canteen Creation of separate employee facilities, etc. wellbeing plan "Parivesh" Hand Holding Association Consultation **Participation** Ownership

# Actions implemented in the last year / planned for next year

Tata Workers Union's election (2009) was held in a free and supportive atmosphere.

#### **Measurable Results or Outcomes**

The company has completed over 80 years of Industrial Harmony.

PRINCIPLE 4	BUSINESS SHOULD SUPPORT THE ELIMINATION OF ALL
	FORMS OF FORCED AND COMPULSORY LABOUR

#### **Our Commitment or Policy**

There is no forced and compulsory labour in Tata Steel. Grievance redressal committee and Ethics counsellor adequately monitor violations of the requirement.

#### A brief description of our Processes or Systems

ILO guidelines on Occupational Safety and Health Management System (ILOOSH-2001) are integrated with OHSAS-18001 and SA-8000 Management Systems. In ensuring that requirements of SA8000 and company policies are understood and implemented, classes are conducted at the in-house technical institute, with special modules geared towards new hires.

Security workers are trained on human rights relevant to security procedures, such as Right of search, Right of arrest, Safety, Weapon handling, Rescue, etc.

#### Actions implemented in the last year / planned for next year

In 2008-09, in addition to ongoing departmental sessions, about 300 new recruits were trained on human right aspects. Strengthening of internal monitoring with regard to contractors' workers on various parameters like awareness of laws pertaining to working conditions; system-based reviews of compliances on working hours, payment of wages, etc. is ongoing.

#### **Measurable Results or Outcomes**

A Center for International Private Enterprise (CIPE) and Social Accountability International (SAI) case study, published in February 2009, which examined Tata Steel's application of the SA8000 standard concluded that significant gains have been realized in the areas of contract work and supply chain social compliance.

#### PRINCIPLE 5 BUSINESS SHOULD SUPPORT THE EFFECTIVE ABOLITION

#### OF CHILD LABOUR

# **Our Commitment or Policy**

Company promotes several social initiatives to discourage child labour in line with Principle 5 of UN Global Compact. Tata Steel engages no child labour. The minimum age required for employment in Tata Steel is 18 years and proof of age must be supplied at recruitment.

# A brief description of our Processes or Systems

Tata Steel has implemented the SA 8000 Management System as a standardized approach towards labour, Human Rights, working conditions and health and safety related improvements.

The Social Accountability (SA 8000) clause on Child Labour guides communication and reinforcement to stakeholders on Tata Steel's expectations of their conduct in this regard. The company's SA 8000 Manual expressly states that no persons below the age of 18 years may be engaged by contractors, suppliers or vendors at any point, within or outside the company premises, and in the event of discovery of such a case, liabilities for the education of the child until completion of high school would accrue to the defaulting party. To this effect, information is being disseminated to all our stakeholders.

Human Rights issues are covered during the training on Tata Code of Conduct and SA- 8000. Classes on are conducted at the Technical Training Institute. In addition, all recruits in Tata Steel are oriented to SA 8000. Over 1100 employees have been trained through ongoing programs (2004-08) scoring high levels of satisfaction and interest from among participants.

# Actions implemented in the last year / planned for next year

Tata Steel engages no child labor. The company's recruitment process requires furnishing appropriate proof of age for employment. The SA 8000 clause on Child Labor guides communication and reinforcement to vendors and stakeholders that engagement of persons above the age of 18 is a precondition to partner with Tata Steel, and that in the event of discovery of a violation by vendors within or outside the company premises, liabilities for the education of the child until completion of high school would accrue to the defaulting party.

To further consolidate efforts in this direction, in 2007 a process was created at the affiliated Labor Training Center for age verification of contract labor at the onset which lists the kinds of documentation required as age proof and includes provisions for medical exam.

Communication to stakeholders on non-engagement of persons below 18 years is ongoing through various media.

#### **Measurable Results or Outcomes**

No Child labor found in operations.

PRINCIPLE 6	BUSINESS	SHOULD	SUPPORT	THE	ELIMINATION	OF
	DISCRIMIN	NATION IN	N RESPECT	OF I	<b>EMPLOYMENT</b>	AND
	<b>OCCUPATI</b>	ON				

#### **Our Commitment or Policy**

Tata steel has been the equal opportunity employer since its inception. This has been articulated in the Tata Code of Conduct. All advertisements of Tata Steel related to recruitment carry this message. During career progression, equal opportunities are given prominently to all employees. The applications for employment do not carry columns like religion, province, and mother tongue. As a policy towards non-discrimination as per the Tata Code of Conduct, new recruitments through the Graduate Trainee, System Trainee & Trade Apprentices encourage induction of female candidates.

Tata ensures to provide equal opportunity through employee policies and practices.

# A brief description of our Processes or Systems

<u>Non – Discrimination at Work place:</u> Tata Steel is an equal opportunity employer and does not discriminate on the basis of race, caste, religion, color, ancestry, marital status, sex age and nationality. Violation of equal opportunity policy is redressed though grievance redressal mechanism and Ethics Counselor. Compensation is linked to responsibility level and performance.

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The issues of sexual harassment are addressed through a sexual harassment committee - some milestones in Tata Steel Clause 4 of TCoC stipulate that the work place will be free from any type of discrimination or harassment including sexual harassment.

Tejaswini programme launched in the year 2002 At Tata Steel; one would find women driving locomotives that haul full trains of raw material. You may see women maneuvering huge bull dozer in most difficult terrains, which even men find difficult to manage. Today women are found on a numbers of shop floors, running forklift trucks, lifting and moving finished products through electric over head travelling cranes, and driving variety of earth moving equipment such a front end loaders, large dumpers, etc. This programme has been received well, and also recognized at various forums. Some of these Tejaswini have been recognized by our Hon. Prime Minister with 'Shram Veerangana' and 'Shram Devi' Awards.

There is a Women Empowerment Cell in the company, formed of women executives. They hold regular dialogue with women employees of the company, discuss and address various women related issues. They conduct training porgrammes on issues like Legal awareness, Relationship at Workplace, Ethics, Stress Management, etc.

#### Actions implemented in the last year / planned for next year

Some of the special measures taken to improve gender representation are as follows:

For campus selection there are ladies also on the interview panel. Thus potential candidates can ask or clarify any issues related to gender. Selection of women as Trade Apprentices, an area which was traditionally dominated by male only. Women candidates are encouraged to apply for Graduate Engineer Trainees.

Violation of equal opportunity policy is redressed through the grievance redressal mechanism and Ethics Counsellor.

#### **Measurable Results or Outcomes**

In 2008-09, the Ethics Counsellor received 12 concerns related to equal opportunity employment violations, out of which two were confirmed on investigation and suitably addressed.

PRINCIPLE 7	BUSINESS	SHOULD	SUPPORT	A	<b>PRECAUTIONARY</b>
	<b>APPROACH</b>	TO ENVIRO	ONMENTAL	CHA	LLENGES

### **Our Commitment or Policy**

It is a challenge and responsibility for the steel industry to be a trustee in the conservation of nature for future generations. Steel is itself an environmentally friendly and recyclable product. However, steel-making process generates emissions and waste which need to be managed.

Tata Steel, in line with its values and Code of Conduct, takes into account the environmental challenges

in the managing business, excels in the environmental management and demonstrates transparency internally and externally on environmental performance including the use of ethical practices. Tata Steel have the documented "Environmental Policy" and "Occupational Head & Safety" which are widely communicated to various stakeholders. We report our environmental performance annually in the Corporate Sustainability Report and Annual Financial Report.

Tata Steel is well acquainted with the Climate Changes issues which are being faced globally. In response to climate change, Tata Steel has already initiated measures to monitor and reduce the CO2 emissions along with other environmental challenges.

# A brief description of our Processes or Systems

Environmental challenges are addressed systematically. Organizational systems are in place as per the international guidelines such as EMS ISO 14001:2004 and OHSAS 18001:2007 to address the environmental issues. These systems are also periodically audited by third party.

The following practices/processes are in place to address the environmental challenges:

- **Involvement of Top Management** Top management is involved in / reviews the environmental performance in a structured manner.
- EHS Management System: Tata Steel is certified to ISO 14001:2004 and OHSAS 18001:2007. Every MR/MRC meetings review the performance, resource requirement and possible need of changes. All environment and safety related issues are addressed with well documented laid down procedures resulting in the 100 percent involvement of all employees including contractor's workers.
- Top Management supports and encourages the following:
  - o Dismantling the pollution prone processes and adopting the state of the art technology.
  - o Maximum utilization of by product fuels in the steel plant.
  - o Minimizing the waste generation and maximizing the waste utilization.
  - o Designing the new plants with stringent pollution norms.
  - o Upgrading older pollution control equipment.

Environmental Performance is also reviewed in the following manner:

- Production meeting chaired by COO 1<sup>st</sup> of every month.
- Information to the Board on KPI's every month.
- Special meeting to review the environmental performance.
- All environmental performances are reviewed under EHS management system. We have 3 tier systems in place as given below:
  - HODs review : **Once every month**.
  - MR/MA review: Once in three months.
  - Apex Review : Once in a six months.

Well established Environment Management Department with 34 personnel at Jamshedpur is a centralized resources for coordinating various activities. Tata Steel has more than 500 internal trained auditors in EMS.

#### Actions implemented in the last year / planned for next year

# Actions implemented in $\overline{2008-09}$

- Tata Steel has its commitment in Vision Documents of Tata Steel to reduce CO2 Emission. CO2 emission reduction measures were implemented throughout the year. Awareness and communication on climate change was also undertaken across the organization. Tata Steel reduced its CO2 emission by 36% in the last decade.
- EHSMS systems modified and revised as per the present operations and also audited by 3<sup>rd</sup> party.
- TOM approach adopted in the Environmental Planning for the organization.

#### **Actions planned for 2010:**

- Adopt the World Steel Association guidelines for the CO2 emission in the Steel Plant.
- Keep up-to-date various systems in line with TQM approach.

Create awareness on climate change and environmental issues.

# **Measurable Results or Outcomes**

• Improved environmental performance.

# PRINCIPLE 8 BUSINESS SHOULD UNDERTAKE INITIATIVES TO PROMOTE GREATER ENVIRONMENTAL RESPONSIBILITY

# **Our Commitment or Policy**

- Tata Steel subscribes to Climate Change Convention and Kyoto Protocol, Basel Convention, and Convention on Bio-Diversity.
- Tata Steel has adopted the Global Compact principles relevant to Environment.
- Tata Steel also supports and represents at other national and international activities for environmental protection.
- In line with Environmental Policy, Tata Steel is committed to go beyond the legal compliances and actions to this effect are implemented systematically.
- Inputs and views from internal and external stakeholders are captured and are used in environmental business planning to enhance environmental performances. Certain examples are given below:
  - **Output** Deming Examination Feedback
  - o **External surveillance audits**: 3<sup>rd</sup> party audits by M/s. IRQS for ISO-14001& OHSAS-18001 certification.
  - o **Internal Audits:** Half yearly internal audits are carried out by the Lead Auditors in EMS & OHSMS who have requisite audit experience.
  - o **EHS Review:** These reviews are based on the environmental monitoring results and trends of various performance indicators.
  - o Monthly performance analysis.
- R&D Efforts to improve the products and processes which will have reduced footprint on environment.

# A brief description of our Processes or Systems

- Subscription to or the adoption of global principles/treaties are decided by the Top Management. Once the principles / treaties are adopted, the internal processes are aligned to the meet the requirements of the same though internal systems.
- Tata Steel supports and represents the national and international activities which will help in improving the environment in general and steel industry in particular. Top Management, after adequate consultation and review, takes the decision on such matters.
- Response to Climate Change.
- **Initiatives for going beyond compliances**: In line with the Environment Policy of Tata Steel EHS System and other TQM practices are deployed to eliminate non compliances and going beyond them. Few initiatives are listed below:
  - o **Process Designing:** While setting up the new units/ modernizing the existing units, the processes are selected that are energy efficient and having least pollution footprint. Example: Thin Slab Caster and Rolling unit, efficient "I" Blast Furnace units, state-of -the -art most efficient, modern technology in 9.7 mtpa expansion at Jamshedpur.
  - o **Stringent Pollution Norms:** The new or modernized units are designed as per norms stricter than the Indian legislative requirements. Stringent stack emission targets were suggested for the design for all units of 9.7 mtpa expansion. ESPs & Bag Filters will be designed to meet stack dust emission level < 30 and < 10 mg/Nm³ respectively. New units will have closed loop water systems to minimize the water consumption.
  - o Maximum use of by-product gases: Tata Steel is reaching the stage of maximum

recovery and usage of by-product gases produced from Coke Ovens, LD Shops and Blast Furnaces units. This will lead to reduce the pollution load and burning of natural resources like coal etc. During 2008-09, coal burning for power generation has been reduced extensively. Power House #6 of 120 MW capacity was commissioned to use by-product gas as fuel.

• Maximizing the recycling/reuse of the waste: Tata steel has achieved 89.61% waste utilization at main Steel Works, Jamshedpur. These efforts would continue to achieve 100% utilization.

# Actions implemented in the last year / planned for next year

# Actions taken in 2008-09 for environmental challenges:

- Participation in APPCDC
- Participation in the international and National Task Forces for World Steel Association, Ministry of Environment, Govt. of India, Ministry of Steel, Govt. India, etc.
- The Tata Steel Group is also, through projects such as the Ultra Low CO2 Steelmaking project (ULCOS), engaged in cutting edge research to develop new technologies for the long-term future of the industry, which will break through existing technological barriers, to achieve a 50% reduction of carbon emissions by 2050.
- In 2008-09, CO2 Emission reached the level of 2.39 t/tcs by improving energy efficiency, by-product gas utilization and waste utilization.
- The ash generation in boilers has been reduced to negligible quantity due to conversion of boilers to by-product gas firing.
- The Waste Processing plant is already upgraded to segregate the metallic portion for reuse.
   Commercial trials for use of LD slag as soil conditioner were found successful and are being implemented to improve utilization of LD slag. Other initiatives include use of LD slag as rail / road ballast.
- Wastewater recirculation schemes were implemented to reduce the water consumption.

#### **Actions Planned for 2009-10**

- Adoption of World Steel Association methodology for CO2 emission monitoring.
- Reduced CO2 emission by improving energy efficiency measures and maximization of solid waste utilization, particularly Blast Furnace Slag.
- Implement the CDM Project such as TRT at G Blast Furnace and CDQ at Coke Oven Battery No 5,6 &7.
- Install on line cast house granulation system for BF Slag at C Blast Furnace.
- Improve waste water utilization by recovery of Sunsungaria Drain.
- Several training and awareness programmes on ISO-14001/ OHSAS-18001 requirements for suppliers and contractors were organized and communication of the company's EHS Policy and Code of Conduct has been undertaken.
- Continuous monitoring, of Ambient Air Quality and Stack emission, at Jamshedpur Steel Works.

#### **Measurable Results or Outcomes**

• Improved environmental performance is already reported above.

PRINCIPLE 9	BUSIN	NESS SHOU	LD E	NCOURAGE	THE DE	VELOPMENT
	AND	<b>DIFFUSION</b>	OF	<b>ENVIRONM</b>	ENTALLY	FRIENDLY
	TECH	NOLOGIES				

#### **Our Commitment or Policy**

Tata Steel's approach to environmental management has been guided by the Tata Code of Conduct (Clause 8: Health, Safety & Environment), the Tata Steel Environmental Policy, Research and Development Policy and the UN Global Compact Principles.

# A brief description of our Processes or Systems

• Participation in International task force formed under APPCDC, World Steel Association helps in getting the latest technologies and possible improvements.

- Formation of tie-ups with the world leaders such as Nippon Steel, BlueScope, etc. helps in adopting the latest technology.
- A focus on Research and Development activities.
- Adoption of TQM approach at shop floor levels to horizontally deploy the innovation.
- Integration with CORUS.
- Clean Development Mechanism (CDM) activities to make the environmental friendly technologies economically viable.

# Actions implemented in the last year / planned for next year

# Actions implemented in the last year

- Carbon Foot print exercise was undertaken with the M/S Ernst & Young as well as by the World Steel Association Method.
- Research and development activities undertaken, few examples are :
  - Reducing ash content in coal and total beneficiation of iron ore.
  - o Ultra Low CO2 Steel Making Project (ULCOS) through CORUS
  - o Hydrogen harvesting.
- Commissioning of efficient units, such as H-Blast Furnace, Sinter Plant-4, Top Recovery Turbine at H Blast Furnace, By-product Gas based Power House 6, etc.
- Benchmarking and adoption of Best Practices with CORUS.
- Clean Development Mechanism: Tata Steel has initiated number of energy saving projects, which comes under the Clean Development Mechanism of Kyoto Protocol. Various advanced potential CDM projects are under implementation. Tata Steel is working on another 23 potential CDM projects, which are in various stages of CDM process. Estimated CER ( Certified Emission Reduction ) is ~ 4 million. Besides, Tata Steel is also actively participating in the APPCDC Task Force.

# **Actions planned for next year:**

- Climate change initiatives.
- Increase energy efficiency at process units.
- Maximize usage of BF Slag for cement making.
- Implement identified energy saving and CDM Projects.
- Up-gradation of Electrostatic Precipitators and Bag Filters in existing units.
- Closed loop water recirculation systems for all new units.
- Increase in BF Slag granulation and utilization.
- Increase use of BOF Slag for construction purpose.

#### **Measurable Results or Outcomes**

- Tata Steel always focuses on minimizing environmental foot prints by resource conservation, waste utilization, pollution prevention and creating environmentally aware workforce. Carbon-dioxide (CO2) emissions were reduced to 2.39 in FY'09.
- Carbon foot print exercise with the help of M/s. McKinsey and M/s. Ernst & Young.
- Specific Water pollutants reduced by 13.3% to 0.13 kg/tcs.
- Specific Water Consumption (including requirements for Power & Steam Generation) reduced by 2.58% to 6.8 m3/tcs in FY'09, mainly due to reduction in water losses and commissioning of waste water recovery system at Garam Nala effluent drain.
- The new facilities, Sinter Plant and H Blast Furnace were commissioned during the reporting period with the state of the art pollution control facilities which include ESPs, Bag Filters and Closed Loop Water Recirculation Systems.
- In the reporting period, solid waste utilization has been improved to 89.61% mainly due to increased cast house granulation of BF Slag and use of LD slag for construction purpose.

PRINCIPLE 10	BUSINESS SHOULD WORK AGAINST CORRUPTION IN ALL
	ITS FORMS, INCLUDING EXTORTION AND BRIBERY

#### **Our Commitment or Policy**

Tata Code of Conduct (TCoC) is the guiding principle for all Tata groups of companies. Clause 1 (National Interest) categorically states that the company is committed to benefit the economic development of the countries in which it operates. A Tata Company's management practices and business conduct must benefit the country, localities and communities served to the extent possible and affordable, and be in accordance with the laws and economic development policies of the government of each country. SA 8000 policy is also in support for the same.

# A brief description of our Processes or Systems

Besides the compliance to the TCoC clause, a separate legal department is in existence with in the company to identify the requirements of the laws of the land and to look after the compliances. The company has deputed legal professionals in these departments.

Whistle Blower Policy: The Company believes in the conduct of the affairs of its constituents in a fair and transparent manner by adopting highest standards of professionalism, honesty, integrity and ethical behavior. Employees Whistle Blower Policy has been formulated with a view to provide a mechanism for employees of the Company to approach the Ethics Counselor / Chairman of the Audit Committee of the Company for any violation of code of conduct by anybody irrespective of his / her position/designation.

Vendor performance is monitored on human rights, labour laws, safety etc. in addition to price, quality, and delivery parameters. A system is being designed to capture the scores of SA 8000 compliance during the social assessment, either internally or through the help of external agencies. This score will appear along with other parameters in the vendor performance evaluation.

The Procurement Division has created a "single window" system to address concerns of vendors. The Ethics Counsellor and Procurement Division closely monitor adherence to the Tata Code of Conduct by suppliers and take appropriate action in cases of non-compliance.

### Actions implemented in the last year / planned for next year

In 2008, in line with changes in the times, and the globalization of the Tata Group, the Code was updated, in consultation with Tata Steel Group companies around the world. The revised Code of Conduct was adopted by Tata Steel Group Board in October 2008.

The revised Tata Code of Conduct 2008 addresses contemporary issues of concern for global business, with more focused direction for example on integrity, fraud, bribery, corruption, conflict of interest, competition and excellence. The importance of implementing a sustainability protocol is addressed for the first time.

All employees have a clear responsibility to implement the Code. Additionally the Code now extends to contractors and vendors, who must agree to respect the Code.

# **Measurable Results or Outcomes**

There were no valid concerns received against TCoC Clause of Gift and Donation (Bribery and Corruption) for the last three years including 2008-09.

### How do you intend to make this COP available to your stakeholders?

- The content of this COP has already been communicated to our both internal and external stakeholders through the Company's Annual Report for 2008-09 and also Corporate Sustainability Report and Corporate Citizenship Report based on GRIG3 guidelines.
- This COP will be uploaded on our website/intranet.
- Through e-mailers for the senior management team.