

# Table of Contents

<b>Introduction and Purpose</b>	<b>3</b>
Goals and Objectives	3
Alignment with Corporate Strategy	3
<b>Definitions and Interpretation</b>	<b>3</b>
Interpretation	4
<b>Scope of CSR Activities</b>	<b>5</b>
Prioritized CSR Areas	5
Geographic Focus	5
Sector Focus	5
<b>Roles and Responsibilities</b>	<b>6</b>
DocuPal Demo, LLC Responsibilities	6
ACME-1 Responsibilities	6
Joint CSR Committee	7
Internal Teams and External Partners	7
<b>Funding and Financial Contributions</b>	<b>7</b>
Financial Commitments	8
Disbursement Schedule	8
Periodic Reviews and Adjustments	8
Funding Allocation	8
<b>Compliance and Legal Obligations</b>	<b>8</b>
Environmental Regulations	8
Labor Laws and Ethical Conduct	9
International Standards for Carbon Reporting	9
Monitoring and Reporting	9
Amendments	9
<b>Monitoring, Reporting and Impact Assessment</b>	<b>9</b>
Key Performance Indicators (KPIs)	10
Monitoring and Evaluation Methods	10
Reporting and Communication	10
<b>Communication and Stakeholder Engagement</b>	<b>11</b>
Stakeholder Involvement	11
Communication Channels	11
Dispute Resolution	12



<b>Confidentiality and Intellectual Property</b>	<b>12</b>
Confidentiality	12
Intellectual Property	13
<b>Termination and Amendment</b>	<b>13</b>
Termination	13
Amendment	14
<b>Dispute Resolution</b>	<b>14</b>
Initial Consultation	14
Mediation	14
Arbitration	14
Governing Law	15
<b>Signatories and Execution</b>	<b>15</b>
Authorized Signatories	15
Execution	15
Signature Blocks	15
Instructions for Execution	16
<b>About Us</b>	<b>16</b>
Our CSR Philosophy	16
DocuPal Demo, LLC's CSR Achievements	16
ACME-1 CSR Achievements	17



# Introduction and Purpose

This Corporate Social Responsibility (CSR) Agreement establishes a formal partnership between DocuPal Demo, LLC, located at 23 Main St, Anytown, CA 90210, USA, and Acme Inc., located at 3751 Illinois Avenue, Wilsonville, Oregon - 97070, USA, to collaboratively advance specific corporate social responsibility objectives. This agreement solidifies a shared commitment to sustainable and ethical business practices.

## Goals and Objectives

The primary goals of this CSR Agreement are:

- To define and implement specific CSR initiatives, with initial focus on environmental sustainability and community development.
- To clarify the roles, responsibilities, and performance metrics for DocuPal Demo, LLC and Acme Inc. in relation to these initiatives.
- To ensure that all CSR activities comply with relevant laws and regulations.

## Alignment with Corporate Strategy

This agreement is designed to reinforce DocuPal Demo, LLC's commitment to ethical business conduct and Acme Inc.'s strategic focus on sustainable development. By aligning CSR efforts with core values, this partnership seeks to create a positive impact on both the environment and the communities in which both companies operate.

# Definitions and Interpretation

In this Agreement, the following terms shall have the meanings set forth below:

**Agreement:** Means this Corporate Social Responsibility (CSR) Agreement, including all schedules and exhibits attached hereto.

**ACME-1:** Refers to Acme, Inc, a business located at 3751 Illinois Avenue, Wilsonville, Oregon - 97070, USA.



**Community Development:** Initiatives designed to enhance the socio-economic well-being of local communities through improvements in education, healthcare, and infrastructure.

**Confidential Information:** Any information disclosed by one party to the other, either directly or indirectly, in writing, orally or by inspection of tangible objects, which is designated as "Confidential" or which, by its nature, should reasonably be understood to be confidential.

**DocuPal Demo, LLC:** Refers to DocuPal Demo, LLC, a company located at 23 Main St, Anytown, CA 90210.

**Carbon Neutrality:** Achieving net-zero carbon emissions through a combination of emissions reduction initiatives and carbon offsetting projects.

**CSR Goals:** The specific social and environmental objectives outlined in this Agreement that DocuPal Demo, LLC and ACME-1 will collaboratively pursue.

**Intellectual Property Rights:** All patents, trademarks, service marks, copyrights, design rights, and other intellectual property rights, whether registered or unregistered.

**Sustainable Practices:** Methods and processes that meet the needs of the present without compromising the ability of future generations to meet their own needs, including environmental stewardship, social responsibility, and economic viability.

## Interpretation

The words "include," "includes," and "including" are deemed to be followed by the words "without limitation." Unless the context requires otherwise, words in the singular include the plural and vice versa. References to laws or regulations include any amendments or successors to such laws or regulations.

## Scope of CSR Activities

This agreement outlines the scope of Corporate Social Responsibility (CSR) activities undertaken by DocuPal Demo, LLC, in collaboration with Acme, Inc. These activities will be focused on making a positive impact within prioritized areas and targeted regions.



## Prioritized CSR Areas

DocuPal Demo, LLC and Acme, Inc. will focus their CSR efforts on two key areas:

- **Environmental Sustainability:** Initiatives aimed at reducing the carbon footprint and promoting renewable energy sources. This includes exploring sustainable practices, investing in energy-efficient technologies, and supporting environmental conservation programs.
- **Community Development:** Programs designed to enhance education and skill development within local communities. This involves supporting educational institutions, providing scholarships, establishing vocational training programs, and promoting community empowerment initiatives.

## Geographic Focus

The initial geographic focus will be on communities closely linked to both organizations:

- Communities surrounding Acme, Inc.'s manufacturing facilities in Ohio.
- The area around DocuPal Demo, LLC's headquarters in California.

Following the initial phase, the program's reach may extend to other regions based on the success and demonstrable impact of the ongoing initiatives. Any expansion will be mutually agreed upon, considering available resources and strategic alignment.

## Sector Focus

Activities will primarily focus on sectors that directly align with the prioritized CSR areas:

- **Energy:** Supporting renewable energy projects and energy efficiency programs.
- **Education:** Partnering with schools, vocational training centers, and educational non-profits.
- **Environment:** Supporting environmental organizations and conservation projects.
- **Workforce Development:** Creating and supporting programs that promote job skills and readiness in local communities.

# Roles and Responsibilities

This section defines the roles and responsibilities of DocuPal Demo, LLC and ACME-1 in the execution of this Corporate Social Responsibility (CSR) Agreement. It clarifies each party's obligations and ensures accountability for achieving the defined CSR goals.

## DocuPal Demo, LLC Responsibilities

DocuPal Demo, LLC will be responsible for the following:

- **Project Management:** Leading and coordinating CSR projects and initiatives.
- **Technology Solutions:** Providing technological expertise and solutions to support CSR programs.
- **Impact Reporting:** Measuring, analyzing, and reporting on the social and environmental impact of the CSR initiatives. This includes regular progress reports to ACME-1.
- Participate in the joint CSR committee.
- Adhere to the guiding principles of the agreement.
- Ensure compliance with all applicable laws and regulations related to its responsibilities.

## ACME-1 Responsibilities

ACME-1 will be responsible for the following:

- **Funding:** Providing the financial resources necessary to support the agreed-upon CSR initiatives.
- **Employee Volunteers:** Mobilizing and coordinating employee volunteers to participate in CSR programs.
- **Access to Facilities:** Providing access to company facilities, where appropriate, for community-based CSR programs.
- Participate in the joint CSR committee.
- Adhere to the guiding principles of the agreement.
- Ensure compliance with all applicable laws and regulations related to its responsibilities.





## Joint CSR Committee

A joint CSR committee will be established with representatives from both DocuPal Demo, LLC and ACME-1.

The committee's responsibilities include:

- Overseeing the implementation of this CSR Agreement.
- Reviewing progress against agreed-upon goals and KPIs.
- Addressing any challenges or obstacles that may arise.
- Ensuring accountability for all CSR activities.
- Meeting quarterly to discuss progress, review performance data, and plan future activities.
- Recommending adjustments to the CSR strategy as needed.

## Internal Teams and External Partners

Both DocuPal Demo, LLC and ACME-1 may involve internal teams and external partners in the execution of this agreement. Each party is responsible for managing its respective internal teams and external partners and ensuring that they adhere to the terms of this agreement. All external partners will be vetted by the joint CSR committee to ensure alignment with the CSR goals and values.

# Funding and Financial Contributions

ACME-1 will provide financial support for the CSR initiatives outlined in this Agreement. DocuPal Demo, LLC will contribute through in-kind services.

## Financial Commitments

ACME-1 commits to providing \$500,000 annually. These funds will come from ACME-1's corporate social responsibility budget. DocuPal Demo, LLC will contribute in-kind services valued at \$100,000 per year. These services will directly support the implementation and management of the CSR projects.



## Disbursement Schedule

Disbursements from ACME-1 will be milestone-based. Payments will be linked to the successful completion of specific project deliverables. The timing and amounts of these disbursements will be detailed in individual project plans.

## Periodic Reviews and Adjustments

To ensure effective use of funds, quarterly reviews will take place. These reviews will assess progress against agreed-upon milestones. Strategies and funding allocations may be adjusted based on the review findings. This adaptive approach ensures that resources are used efficiently and effectively to achieve the CSR goals.

## Funding Allocation

The following chart illustrates the projected funding allocation over the term of this agreement:

# Compliance and Legal Obligations

DocuPal Demo, LLC and ACME-1 will conduct all CSR activities in compliance with applicable laws and regulations. This includes adhering to local, national, and international standards.

## Environmental Regulations

We will comply with local environmental regulations in Ohio and California. These regulations cover pollution control, waste management, and natural resource protection. DocuPal Demo, LLC and ACME-1 will ensure that all projects minimize environmental impact. Regular environmental audits will assess compliance. We will collect and analyze data to monitor our environmental performance.

## Labor Laws and Ethical Conduct

Our volunteer programs will adhere to all national labor laws. This ensures fair treatment and safe working conditions for all participants. We are committed to ethical conduct in all CSR activities. This includes transparency, accountability, and respect for human rights.





## International Standards for Carbon Reporting

DocuPal Demo, LLC and ACME-1 will follow internationally recognized standards for carbon reporting. These may include the Global Reporting Initiative (GRI) and the Carbon Disclosure Project (CDP). Accurate and transparent reporting is essential. It helps us track our progress and inform stakeholders.

## Monitoring and Reporting

We will conduct regular audits of all CSR projects. These audits will verify compliance with legal and ethical standards. We will also establish feedback mechanisms for community stakeholders. This allows us to address concerns and improve our performance. We will disclose all CSR related information in a transparent manner in our report. This also includes corrective actions taken in response to non-compliance.

## Amendments

Any changes to legal requirements will be incorporated into this agreement through formal amendments. Both parties must agree to these amendments in writing. This will ensure our continued compliance.

# Monitoring, Reporting and Impact Assessment

DocuPal Demo, LLC and ACME-1 will closely monitor the progress and impact of the CSR initiatives outlined in this agreement. This will ensure accountability and drive continuous improvement.

## Key Performance Indicators (KPIs)

We will use specific KPIs to measure the success of our CSR efforts. These include:

- Percentage reduction in carbon emissions.
- Number of community members trained through our programs.
- Improvement in local school enrollment rates in targeted areas.
- Employee volunteer hours dedicated to CSR activities.

## Monitoring and Evaluation Methods

We will employ a range of methods to monitor and evaluate our CSR performance:

- **Regular Data Collection:** We will collect data related to the defined KPIs on an ongoing basis.
- **Site Visits:** Periodic site visits to project locations will help us assess the on-the-ground impact of our initiatives.
- **Stakeholder Feedback:** We will actively seek feedback from community members, employees, and other stakeholders to understand their perspectives and identify areas for improvement.
- **Third-Party Audits:** Independent audits will be conducted to verify the accuracy of our data and the effectiveness of our programs.

## Reporting and Communication

Transparent reporting is essential for maintaining trust and accountability. We will adhere to the following reporting schedule:

- **Annual CSR Report:** A comprehensive CSR report will be published annually, detailing project activities, outcomes, and financial performance.
- **Quarterly Progress Updates:** The CSR committee will receive quarterly progress updates to ensure timely tracking of our goals.
- **Public Disclosure:** Environmental metrics and other relevant CSR information will be publicly disclosed on our company websites.

The annual CSR report will include detailed information on each project, including:

- Objectives and goals
- Activities and outputs
- Outcomes and impacts
- Financial performance
- Lessons learned

# Communication and Stakeholder Engagement

Effective communication and stakeholder engagement are vital to the success of this CSR Agreement. DocuPal Demo, LLC and ACME-1 commit to transparently sharing information and actively involving stakeholders in relevant CSR initiatives.

## Stakeholder Involvement

We will engage stakeholders through various channels to ensure their voices are heard and considered. This includes:

- **Community Members:** Surveys, focus groups, and public forums will gather feedback and insights from community members directly impacted by our CSR projects.
- **Employees:** Volunteer opportunities and feedback sessions will provide avenues for employee participation and input. DocuPal Demo, LLC and ACME-1 recognize the importance of employee engagement in driving CSR initiatives.
- **NGOs:** Non-governmental organizations will be engaged as implementation partners, leveraging their expertise and experience to maximize the impact of our CSR efforts.

## Communication Channels

DocuPal Demo, LLC and ACME-1 will use multiple communication channels to disseminate information about our CSR activities and progress. These channels include:

- **Website Updates:** Dedicated sections on both DocuPal Demo, LLC and ACME-1 websites will provide regular updates on CSR projects, achievements, and upcoming events.
- **Social Media Campaigns:** Social media platforms will be used to raise awareness, share stories, and engage with a wider audience.
- **Press Releases:** Press releases will announce significant milestones, partnerships, and achievements related to our CSR initiatives.
- **Community Meetings:** Regular community meetings will provide a platform for face-to-face communication, feedback, and dialogue with local stakeholders.



- **Employee Newsletters:** Internal newsletters will keep employees informed about CSR activities, volunteer opportunities, and the impact of their contributions.

## Dispute Resolution

DocuPal Demo, LLC and ACME-1 are committed to addressing any concerns or disputes that may arise in a fair and timely manner. A clear process will be established for stakeholders to voice their concerns and seek resolution. This process will involve:

1. **Initial Contact:** Stakeholders are encouraged to first contact a designated representative from either DocuPal Demo, LLC or ACME-1 to express their concerns.
2. **Investigation:** The designated representative will thoroughly investigate the matter and gather relevant information.
3. **Mediation:** If necessary, a neutral third party mediator may be engaged to facilitate a resolution.
4. **Escalation:** If a resolution cannot be reached through mediation, the matter will be escalated to senior management at both DocuPal Demo, LLC and ACME-1 for further review and action.

# Confidentiality and Intellectual Property

## Confidentiality

Both DocuPal Demo, LLC and ACME-1 agree to protect each other's confidential information. This includes, but is not limited to, financial data, proprietary technology belonging to DocuPal Demo, LLC, and personal data of community beneficiaries involved in CSR initiatives. Each party will use the same degree of care to protect the other party's confidential information as it uses to protect its own confidential information of a similar nature, but in no event less than reasonable care. Confidential information will only be used for the purposes outlined in this CSR Agreement. Neither party will disclose confidential information to any third party without prior written consent from the disclosing party, except as required by law. This confidentiality obligation will continue even after the termination of this agreement.



## Intellectual Property

Any intellectual property (IP) created as a result of CSR initiatives under this agreement will be jointly owned by DocuPal Demo, LLC and ACME-1. This includes, but is not limited to, inventions, designs, and creative works. The specific usage rights for such IP will be determined and documented on a project-by-project basis. Both parties will collaborate in good faith to ensure that the allocation of usage rights aligns with the goals of the specific CSR initiative and the overall objectives of this agreement. Any publication or distribution of materials containing jointly owned IP will require the prior written consent of both DocuPal Demo, LLC and ACME-1.

## Termination and Amendment

### Termination

This CSR Agreement may be terminated under the following circumstances:

- **Material Breach:** Either DocuPal Demo, LLC or ACME-1 may terminate this Agreement if the other party materially breaches any of its obligations, and such breach remains uncured for a period of thirty (30) days after written notice is provided to the breaching party.
- **Failure to Meet Performance Targets:** If either party consistently fails to meet agreed-upon performance targets, as defined in *Key Performance Indicators*, the other party may terminate this agreement. A reasonable period for improvement will be provided prior to termination.
- **Changes in Corporate Strategy:** Either party may terminate this agreement if a significant change in its corporate strategy renders the CSR Agreement unviable. Written notice must be provided to the other party at least sixty (60) days prior to the termination date.
- **Mutual Agreement:** This CSR Agreement may be terminated by mutual written agreement of both DocuPal Demo, LLC and ACME-1.

### Amendment

Any amendment or modification to this CSR Agreement must be made in writing and signed by authorized representatives of both DocuPal Demo, LLC and ACME-1. No amendment will be effective unless it is in writing and duly executed by both





parties. Each party shall review the CSR agreement annually to determine areas of improvements and ensure the goals are being met.

## Dispute Resolution

DocuPal Demo, LLC and ACME-1 commit to resolving any disputes arising from this CSR Agreement in an efficient and amicable manner.

### Initial Consultation

The parties will first attempt to resolve any disagreement through good-faith consultation and negotiation. This involves representatives from both DocuPal Demo, LLC and ACME-1 engaging in direct discussions to understand the issue and explore potential solutions.

### Mediation

If consultation proves unsuccessful, the parties agree to submit the dispute to non-binding mediation. A mutually agreed-upon mediator will be appointed to facilitate discussions and assist in reaching a settlement. Both parties will share the costs of the mediation equally.

### Arbitration

In the event that mediation does not result in a resolution, any unresolved dispute will be settled by binding arbitration. The arbitration will be conducted in accordance with the rules of the American Arbitration Association. The decision of the arbitrator will be final and binding on both DocuPal Demo, LLC and ACME-1. Judgment upon the award rendered by the arbitrator may be entered in any court having jurisdiction.

### Governing Law

The laws of the State of Delaware will govern the interpretation, validity, and enforcement of this Dispute Resolution section and any arbitration proceedings.





# Signatories and Execution

This Corporate Social Responsibility (CSR) Agreement is executed as of 2025-08-09.

## Authorized Signatories

The following individuals are authorized to sign this Agreement on behalf of their respective organizations:

- DocuPal Demo, LLC: John Smith, CEO
- Acme Inc: Jane Doe, CEO

## Execution

This Agreement shall be executed in duplicate. Each party will retain one original signed copy for their records.

## Signature Blocks

**DocuPal Demo, LLC**

John Smith

CEO

Date: 2025-08-09

**Acme Inc**

Jane Doe

CEO

Date: 2025-08-09

## Instructions for Execution

1. Print two copies of this Corporate Social Responsibility (CSR) Agreement.



2. John Smith, CEO of DocuPal Demo, LLC, should sign both copies on behalf of DocuPal Demo, LLC.
3. Jane Doe, CEO of Acme Inc, should sign both copies on behalf of Acme Inc.
4. DocuPal Demo, LLC should retain one original signed copy.
5. Acme Inc should retain one original signed copy.

## About Us

DocuPal Demo, LLC, located at 23 Main St, Anytown, CA 90210, is a United States-based company committed to integrating corporate social responsibility into our core business practices. Our base currency is USD.

### Our CSR Philosophy

We believe in leveraging our expertise to create positive social impact. We are dedicated to contributing to the well-being of our communities. Our commitment extends to environmental stewardship and ethical governance.

### DocuPal Demo, LLC's CSR Achievements

DocuPal Demo, LLC has a history of providing pro bono tech services to non-profit organizations. A notable achievement includes the successful implementation of a data analytics platform for a local food bank. This platform improved the food bank's efficiency in resource allocation and distribution.

### ACME-1 CSR Achievements

Acme, Inc ("ACME-1"), located at 3751 Illinois Avenue, Wilsonville, Oregon - 97070, USA, has demonstrated its commitment to CSR through a long-standing employee volunteer program. They have also achieved a 30% reduction of waste in their manufacturing processes.

