

## Corporate Social Responsibility (CSR) Annual Action Plan 2022-23

- a) The list of CSR projects or programs that are approved to be undertaken in areas or subjects specified in Schedule VII of the Act and manner of their execution;

Sl. No.	Name of the Program	Brief Details of the Project		Project Area	Manner of execution (Direct or through Implementing Agency)	Name of the Implementing Agency (includes)	Estimated expenditure for 2022-23 (in % of CSR obligation)	Amount spent for the project in 2021-22 (as a % of actual CSR expenditure)
		Project Activities	Project Sector					
1.	<b>ज्ञानोदय (GYANODAY)</b>	Repairing schools, distribution of books and stationery to needy people	Promoting Education	All India (mainly states where mfg. units are located)	Through implementing agencies	Udayan Care; Friends of Tribals Society; Century Ply Vocational Training Centre; Morning Glory School; Shree Burrabazar Kumarsabha Pustakalya; Vidyarathi Vikash; EK Tara Learning Centre; Vanvasi Kalyan Ashram, Odisha; Kalyan Bharti Trust; Sewing School (Palasbari Paridhan kendra & Manpur); Tagore Foundation School Kolkata; RC Calcutta Visionaries Trust; Pandit Ravi Kichlu Foundation; Help Us Help Them; Ashadeep Welfare Society; Maharshi Ved Vyas Prastishthan; Shrimad	40-50%	35.67%
		Improving literacy amongst children, women, elderly and the differently abled	Education					
		Supporting libraries and reading rooms for the benefit of general public	Education					
		Sponsor education/ higher education of the needy	Education					
		Imparting employment enhancing vocational skills	Livelihood enhancement					
		Impart training in various vocational courses like sewing, carpentry training, etc.	Employment enhancing vocation skills					

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						Rajchandra Aatma Tatva Research; Debanjan Sen Foundation; Keshav Seva Kendra; such other agencies as may be approved by the CSR committee from time to time		
2.	<b>स्वास्थ्य और स्वच्छता (SWASTHYA AUR SWACHHATA)</b>	Support running, maintenance and upgradation of hospitals, dispensaries, health centres	Healthcare	All India (mainly states where mfg. units are located)	Through Implementing Agencies	Can Kids-Cancer Patients; Institute of Cerebral Palsy; Shree Ram Seva Samity Trust; Deaf Enabled Foundation; Shree Vishudanand hospital; Kurpai Unnayani Society; Marwari Relief Society; Nagrik Swasthya Sangh; Netaji Subhash Chandra Bose Cancer Institute; Vivekananda Yoga Anusandhana Samstha; Civil Hospital Haryana	20-30%	29.64%
	Organising health check-up, blood donation and other medical camps	Healthcare						
	Promoting health care including preventive health care	Healthcare						
	Sponsor treatment of needy patients	Healthcare						

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		Installation of Sanitary napkin Vending machine, incinerators and hand dryers	Sanitation			(Govt. Hospital); Shree Manav Seva Trust; Manav Seva Trust; Purvanchal Kalyan Ashram; Dr Bholanath Chakravarty Memorial Trust; Nature Cure & Yoga Centre; Rural Health Care Foundation; Community Health Centre; Manav Seva Trust; such other agencies as may be approved by the CSR committee from time to time		
3.	<b>वातावरण संरक्षण (VATAVARAN SANRAKSHAN)</b>	Protection and welfare of animals	Animal Welfare	All India (mainly states where mfg. units are located)	Direct and through implementing agencies	Calcutta Pinjrapole Society; Pulicat Birds Sanctuary; Friends of Vrindaban; Palasbari Sanskriti Bikash Bhawan; Ek Onkar Charitable Trust; Central Kolkata Prerna Foundation (Neemtala &	10-25%	31.38%
	Maintenance of Burning ghats	Environmental sustainability						
	Protection of flora and fauna	Environmental sustainability						

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		Project Activities	Project Sector					
		Tree Plantation	Environmental sustainability			Keoratala); Agri-Horticulture Society of India; such other agencies as may be approved by the CSR committee from time to time		
		Organising campaigns for 'plastic-free' environment	Environmental sustainability					
			Environmental sustainability					
		Projects for Rural Development	Environmental sustainability					
		Other environment protection activities	Environmental sustainability					
4.	<b>सांस्कृतिक संरक्षण (SANSKRITIK SANRAKSHAN)</b>	Protection and Preservation of art and architecture of India	Protection of national heritage, art and culture	All India (mainly states where mfg. units are located)	Directly by the Company and also through implementing agencies	such agencies as may be approved by the CSR committee from time to time	0-5%	Nil
		Restoration of buildings and sites of historic importance	Protection of national heritage, art and culture					
5.	<b>मानवता सहयोग (MANAVTA)</b>	Relief during Covid-19 pandemic	Disaster Relief	All India (mainly	Directly by the Company and	such agencies as may be approved by the CSR	0-5%	3.31%

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		Project Activities	Project Sector					
	<b>SAHYOG)</b>	Relief during natural calamities	Disaster Relief	states where mfg. units are located)	also through implementing agencies	committee from time to time		
	<b>TOTAL</b>							<b>100%</b>

### **b) The modalities of utilization of funds for the projects or programmes;**

- i. The CSR budget will be fixed in accordance with the provisions of the Companies Act, 2013, Rules framed thereunder and the CSR Policy framed by the Company;
- ii. The budget will not be less than 2% of the average net profits of the company during the three immediately preceding financial years;
- iii. The CSR budget will be spent on CSR activities which will be approved by the Board on the recommendation of the CSR Committee;
- iv. For some projects or programmes, the Company gives donation to the implementing agencies for incurring the expenses for fulfilment of the project while for the remaining projects, the Company directly disburses makes payment to the beneficiaries with the approval of person/(s) authorised for this purpose.
- v. The funds shall be disbursed in phased manner depending upon the nature of the projects or programmes;
- vi. The CSR Committee with the approval of the Board shall decide the manner of disbursing the funds to the implementing agencies;
- vii. The Company shall collect all the required documents/information from the implementing agencies;

### **c) Implementation schedules for the projects or programmes;**

All the CSR projects shall be implemented as per the scheduled timeline as decided or as in the respective agreement. The duration for CSR Projects/ initiatives will be maximum one year and renewed from time to time on the basis of project performance.

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### **d) Monitoring and Reporting mechanism for the projects or programmes;**

- i. The monitoring mechanism of each project will differ on the basis of the nature of the project;
- ii. All the projects will be monitored and evaluated as per the objectives and deliverables set for respective projects as per Board & Committee recommendation;
- iii. For the purpose of proper monitoring of the CSR projects, each project shall include well-defined timeline and parameters;
- iv. The Company shall monitor a project after its completion, by comparing the details of the expenses made on the project with the budget allocated towards that project;
- v. In order to track the proper utilization of funds, where applicable, at different intervals of the project, the Company will collect and cross-check financial documents like invoices, bills & receipts, bank statements, etc;
- vi. The Company shall satisfy itself that the funds are utilized adequately for the implementation of the projects and programmes by the implementing agencies;
- vii. All expenditures made towards the programs shall be diligently documented;
- viii. The CSR Committee, shall submit the report to Board giving status of the CSR Activities undertaken, expenditure incurred and such other details as may be required by the Board.