

CSR Annual Action Plan for FY 2024-25

In pursuance of applicable CSR provisions, the Annual Action Plan of the Company for the FY 2024-25 will be as follows:

(a) List of CSR projects or programs approved to be undertaken under areas specified in Schedule VII of the Act:

Sr. No	Focus Area from Schedule VII	Organization/Project	Location of Project	Brief about the program/initiative	Implementation Schedule	Funds Allocation (in INR)
1	(ii) promoting education, and employment enhancing vocation skills especially among children.	KCMET: To support the education for the underprivileged girls	Moga district (Punjab) and Varanasi district (Uttar Pradesh)	To support the education of underprivileged girl studying in Secondary School (Moga- ~576, Varanasi- ~258) and provide employment opportunity to local women as Community Associates or part-time teachers. The Community Associates provide private coaching to the girls in small groups and impart education through digital modules. This results in no school drop-out and continuity of the academic year.	This is a part of the Ongoing Project and timelines will be as per as MOU	50 Lakhs (includes the carried forward budget of INR 5 lakh from FY 2023-24)
2	(ii) promoting education, and employment enhancing vocation skills especially among women, and livelihood enhancement projects (iii) promoting gender equality, empowering women.	Drishtee Foundation: Sakhi Swavlamban To provide livelihood opportunities to rural women and empower them through Sakhi Swavalamban Initiative.	Gorakhpur and Varanasi	Training of ~3000 rural women and setting up different Micro Enterprise Groups (MEGs) producing value-added products. Their goods including organic vegetables, textile, home furnishing, dairy farming, spices, and pickles etc Gorakhpur project and Damini training Centre in Varanasi	This is a part of the Ongoing Project and timelines will be as per as per MOU	70 Lakhs (Gorakhpur – 50 lakh; Varanasi – 20 lakh)
3	(i) promoting health care including preventive health and sanitation	Little Big Help Trust: Healthcare Project for Adolescent Girls on spreading Awareness on	Kolkata, West Bengal	To spread awareness on maintaining menstrual hygiene and supporting ~ 800 adolescent girls in Kolkata, West Bengal. The program	This is a part of the Ongoing Project and timelines will	11 Lakhs

		maintaining good menstrual hygiene		focuses on conducting awareness sessions, distribution of sanitary napkins through donation drives and periodic health check-ups of the beneficiaries. It further aims at developing change agents from the beneficiary group.	be as per as per MOU	
4	(iv) ensuring environmental sustainability, ecological balance, protection of flora and fauna, animal welfare, agroforestry, conservation of natural resources and maintaining quality of soil, air and water	Sankalp Taru: Tree Plantation under the Glow Green Initiative	Gurgaon, Pune, Bangalore & North India	To create sustainable community-led change. As part of our commitment to reduce carbon emission, in partnership with Sankalp Taru, an NGO, This year we will plant 4500 trees	This is a part of the Ongoing Project and timelines will be as per as per MOU	11 Lakhs
5	(iv) ensuring Environmental Sustainability, ecological balance, flora and fauna, soil and water. (i) promoting health care including preventive health and sanitation (x)- Rural Development Project	Foundation for Development Initiative: Controlling Crop Residue Burning in Haryana under the Glow Green Initiative	Jind (Haryana)	Creating platform for ideation, problem solving, proper collection and disposal of crop residue from farm field Organise timely availability of bailer and transportation of crop residue to warehouses from where residue will be used for either power generation or ethanol industries Beneficiary Coverage (nos): 1500 Farmers across 10 -15 Villages	This is a new project and MOU yet to be signed	25 Lakhs
6	(iv) ensuring Environmental Sustainability,	Navjyoti India Foundation: Promoting health, hygiene & sustainability through	Gurgaon (Haryana)	Promote WASH initiatives and sustainability through partnerships.	This is a new project and MOU yet to be signed	13 Lakhs

	ecological balance, flora and fauna, soil and water. (i) promoting health care including preventive health and sanitation	improved infrastructure and awareness activities		Improvement in sanitation and hygienic facility through improved infrastructure		
	Total					180 Lakhs

Note:

Mr. Ashish Kumar Srivastava, MD & CEO has been authorized to approve CSR projects amounting annually upto INR 5 lakh for (i) one or more pre-approved heads for CSR projects and/or (ii) one-time new projects in line with the Board approved CSR policy; and to shuffle and decide the manner/course/interval of CSR spent up to the said amount of contingency fund of upto INR 5 lakh, based on review/analysis along with CSR implementation partners during the financial year, without obtaining any further approval of the Committee.

1. We have appointed an external agency for Monitoring and Evaluation of the projects and the cost will be within the regulatory limits.
2. If Company receives any suitable proposal which fulfils the Criteria mentioned in the CSR Policy & applicable provisions, then such proposal may be considered by the Board on recommendation of the CSR Committee.

(b) The manner of execution of such projects or programmes as specified in sub-rule (1) of rule 4:

Project	Mode of Implementation	Form CSR 1 Registration	Type of Registration	Execution and Implementation Methodology
Girl Child Education	Indirectly, KCMET	CSR00000511	Registered Trust (Registered under Section 12A & 80G of Income Tax Act, 1961 & FCRA)	After school mentoring and teaching is conducted on Tablets on the subject of English and Maths in Moga and Varanasi. Secondary School Girls (Moga- 576 Varanasi – 258)
Healthcare Project for Adolescent Girls	Indirectly, CESR	CSR00011359	Registered Society (Registered under Section 12A & 80G of Income Tax Act, 1961 & FCRA)	Awareness Generation to more than 1328 tribal girls on Menstrual Hygiene is conducted through workshops and camps.
Sakhi Swavlamban	Indirectly, Drishtee Foundation	CSR00000958	Registered Society (Registered under Section 12A & 80G of Income Tax Act, 1961 & FCRA)	Training on livelihood generation for 2000 women is carried out by Drishtee team in Varansai and Gorakhpur. Micro Enterprises are set up with rural producers and product supply chain are established.
Glow Green Initiative: Tree Plantation	Indirectly, Sankalp Taru Foundation	CSR00000590	Registered Society (Registered under Section 12A & 80G of Income Tax Act, 1961 & FCRA)	Tree Plantation is carried out by Sankalp Taru team on community and panchayat lands after taking due approval and clearance from all the stakeholders. To plant 4560 trees this year.

EduClean	Indirectly, Navjyoti India Foundation	CSR00000255	Registered Society (Registered under societies registration Act of 1860, 12A and 80G of Income Tax Act 1961 and FCRA)	Rainwater harvesting structures and Sensitization, awareness, and Training on WASH benefiting 450 school children in Haryana
Reducing Air Pollution through crop residue management	Indirectly, Foundation for Development Initiative	CSR00006967	Registered Society (Registered under Section 12A & 80G of Income Tax Act & FCRA)	Awareness generation to 1500 farmers in 15 Villages of Jind district in Haryana on crop residue management by reducing active fire locations by 30%

(c) The modalities of utilization of funds and implementation schedules for the projects or programmes;

Modalities of utilization of funds

- i. The CSR budget will be fixed in accordance with the provisions of the Act, Rules and the Guidelines.
- ii. The CSR 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. Fund will be disbursed in phase/tranche wise depending on the nature of the project. On the basis of the expenses incurred & the submission of the relevant supporting of the expenses, i.e. bills, receipts, invoices, bank statements, etc. respective amount will be disbursed at different intervals- quarterly & half-yearly or as may be specified in the MoU.
- v. Company's CSR team, set up internally, will collect all the set deliverables, as may be specified in the MoU, from the implementation partners.

(d) Monitoring and reporting mechanism for the projects or programmes;

The Monitoring Mechanism of each project will differ on the basis of the nature of the project. All the projects will be monitored & evaluated as per the objectives & deliverables set for respective projects

- i. The CSR team along with implementation partners shall carry out the monitoring of CSR activities at different intervals through field visits, monthly calls, reporting, cross reference communication with stakeholders etc.
- ii. For the purpose of proper monitoring of the CSR projects, each project shall include well-defined timeline & parameters.
- iii. Utilization Certificate with a statement of expenditure duly certified by a Practicing Chartered Accountant / Authorized Auditor will be submitted by the Organization / Institution to whom CSR fund is allocated.
- iv. Reporting & Documentation:

a. Project documentation:

Reports like monthly report/ quarterly report/ half-yearly report/ annual report/closure report, or case studies or progress report etc. will be collected by the CSR team.

b. Financial Tracking:

In order to track the proper utilization of funds, where applicable, at different intervals of the project, CSR team will collect & cross-check financial documents like invoices, bills & receipts, bank statements, Fund Utilization Certificate, etc.

c. 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.