

CSR Annual Action Plan FY 2022-23

As per the said rules, in rule 5, for sub-rule (2) an annual action plan in pursuance of its CSR policy, which shall include the following:

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;

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

| Sr. No. | Focus Area from Schedule VII | Project | Mode of Implementation | Location of the project | Brief about the program/ initiative | Execution and Implementation Methodology |
|---------|--|---|--|-------------------------|---|---|
| a) | Promoting education, including special education and employment enhancing vocational skills especially among children, women, elderly, and differently abled and livelihood enhancement projects | Project 'Shiksha': <i>Imparting Quality Education</i> | Through NGO Partner | Mumbai, Maharashtra | <ul style="list-style-type: none"> Supporting operational expenses of two/three BMC schools to foster the holistic development of students. Supporting activities like free quality education, capacity building of teachers, enriching learning opportunities for children, effective school governance and enhancing parental involvement in the Education process. | <ul style="list-style-type: none"> The CSR activities/projects shall be implemented using internal resources by the Company itself or through an identified suitable implementation agency. All the projects will be implemented at the ground by Company itself or Public trust/ society or section 8 Company. All the implementation/NGO partners will be registered with the Central government by filing Form CSR-1. Wherever applicable, implementation/NGO partners will be onboarded by conducting detailed due diligence. To execute projects at the ground, |
| b) | | Project 'Udaan': <i>Scholarship Project</i> | Through NGO Partner Direct through CSR Team | PAN India | <ul style="list-style-type: none"> Providing financial aid through scholarships to students from low-income families. | |
| c) | | Project 'Udyog': <i>Livelihood Project</i> | Through NGO Partner | Mumbai, Maharashtra | <ul style="list-style-type: none"> Imparting skill training to community youth. | |

| | | | | | | |
|-----------|---|---|--------------------------------|--------------------------------|--|--|
| <p>d)</p> | <p>Eradicating hunger, poverty and malnutrition, promoting preventive health care and sanitation including contribution to the Swachh Bharat Kosh set-up by the Central Government for the promotion of sanitation and making available safe drinking water</p> | <p>Project ‘Aarogya’ : <i>Promoting Healthcare</i></p> | <p>Through NGO Partner</p> | <p>Mumbai, Maharashtra</p> | <ul style="list-style-type: none"> Supporting the treatment of pediatric cancer patients by financially supporting the cancer treatment | <p>wherever applicable there will be mobilization, set eligibility criteria for beneficiary selection, screening, virtual interviews, quarterly/half- yearly reporting, record-keeping/ documentation, monitoring & field visits.</p> <ul style="list-style-type: none"> Wherever applicable, the partner organization will be onboarded through a duly signed agreement along with the timeline to execute |
|-----------|---|---|--------------------------------|--------------------------------|--|--|

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 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 certain projects reimbursement model will be followed. The funds will be disbursed after a financial assessment of the expenses incurred. For the remaining projects, the funds will be directly disbursed to partner organizations/ beneficiaries with the approval of the CSR Committee & the Board.
 - v. 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. receipts, invoices, bank statements, etc. wherever applicable, respective amount will be disbursed at different intervals as per the timeline agreed.
 - vi. Wherever applicable CSR team will collect deliverables from the implementation partners.
- **Project Implementation Schedule:**
 - i. All the CSR projects will be implemented as per the scheduled timeline in the respective agreement with partner organization.
 - ii. Duration for CSR projects/initiatives will be of maximum one year which will be annually renewed on the basis of the project performance. All CSR projects shall be other than ongoing projects

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 as per Board & Committee recommendation.

- i. Wherever applicable, the CSR projects will be monitored 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, wherever applicable each project shall include well-defined timeline & parameters.
- iii. Wherever applicable Utilization Certificate with a statement of expenditure duly certified by a Practising Chartered Accountant/Authorized Auditor will be submitted by the partner organizations.
- iv. Reporting & Documentation:
 - a. Project documentation:
Reports like quarterly report, half-yearly report, annual report/closure report, case studies, etc. will be collected by the CSR team as per the agreed timeline for each project.
 - b. Financial Tracking:
In order to track the proper utilization of funds, wherever applicable, at different intervals of the project, CSR teams will collect & cross-check financial documents like salary slips & expense proofs, bank statements, Fund Utilization Certificate, etc.

(e) Details of need and impact assessment, if any, for the projects undertaken by the company:

Not Applicable. As per the MCA circular Rule 8(3) (a), Company does not have an average CSR obligation of 10 Crore or more in the three immediately preceding financial years.