

SBICAP Trustee Company Limited (STCL)

Corporate Social Responsibility (CSR) Policy

Policy owner: CSR Committee along with CWG

Version: 3.0

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1. Corporate Philosophy

Corporate Social Responsibility (CSR) is the continuing commitment by business to behave ethically and contribute to economic development while improving the quality of life of the workforce and their families as well as of the local community and society at large. Businesses derive their primary benefits from operating in society and no business can function without caring for societal and community development. Since its inception, STCL has been involved with several initiatives, actively pursuing and endorsing community improvement efforts in varying capacities, across India. We understand that as a Corporate Citizen with resources at our command, it is our solemn duty to reach out and support the less fortunate and underprivileged sections of our society. The Company also encourages its staff members to actively follow, understand and contribute to social causes, to remove indisputable social and developmental lacunae and to promote self and community development.

2. Objective:

This is the Corporate Social Responsibility Policy (“CSR Policy”) for the Company as required under the Companies Act, 2013 (hereafter referred to as “the Act”), read with the Companies (Corporate Social Responsibility Policy) Rules, 2014 and other directions and clarifications issued by the Ministry of Corporate Affairs from time to time (collectively referred to as the “CSR Regulations”). This policy lays down broad approach and direction for selection, implementation and monitoring of CSR activities as well as formulation of the annual action plan pursuant to CSR Regulations in the sphere of corporate social responsibility undertaken by the Company.

3. Definitions

- i. “Act” means the Companies Act, 2013
- ii. “Administrative overheads” means the expenses incurred by the company for ‘general management and administration’ of Corporate Social Responsibility functions in the company but shall not include the expenses directly incurred for the designing, implementation, monitoring, and evaluation of a particular Corporate Social Responsibility project or programme; “Net profit” means the net profit of a company as per its financial statement prepared in accordance with the applicable provisions of the Act, but shall not include the following, namely:
 - (a) any profit arising from any overseas branch or branches of the company, whether operated as a separate company or otherwise; and
 - (b) any dividend received from other companies in India, which are covered under and complying with the provisions of section 135 of the Act:
- iii. “Ongoing Project” means a multi-year project undertaken by a Company in fulfillment of its CSR obligation having timelines not exceeding three years excluding the financial year in which it was commenced, and shall include such project that was initially not approved as a multi-year project but whose duration has been extended beyond one year by the board based on reasonable justification;
- iv. “Public Authority” means ‘Public Authority’ as defined in clause (h) of section 2 of the Right to Information Act, 2005 (22 of 2005)

- v. “International Organization” means an organisation notified by the Central Government as an international organization under section 3 of the United Nations (Privileges and Immunities) Act, 1947 (46 of 1947), to which the provisions of the Schedule to the said Act apply.

4. Role of the Board

4.1 STCL, being governed by the rules of The Companies Act, 2013, our CSR policy & programme is aligned with Section 135 of the Act as amended from time to time (*The related definitions & clauses with respect to Sec 135 are appended in Annexure A*).

4.2 As such, the STCL Board shall constitute a CSR Committee consisting of Three Directors out of which, at least one Director shall be an Independent Director, pursuant to the section 135(1) of the Companies Act, 2013.

4.3 The Board shall additionally oversee the below;

- a) After taking into account the recommendations made by the Corporate Social Responsibility Committee (as constituted above), approve the Corporate Social Responsibility Policy for the company and disclose the contents of such Policy in its report and also place it on the company's website - www.sbicaptrustee.com , in such manner as may be prescribed;
- b) The Board of Directors of the Company shall mandatorily disclose the composition of the CSR Committee, and CSR Policy and Projects approved by the Board on their website, if any, for public access as notified by the prescribed rules of the Act;
- c) Ensure that the activities included in the CSR Policy are in compliance with the activities in Schedule VII of the Act;
- d) Ensure that the activities as are included in Corporate Social Responsibility Policy of the company are undertaken by the company; and
- e) Monitor the implementation of the project and make modifications, if any, for the smooth implementation of the project.
- f) If the company fails to spend the said amount, disclose reasons for not spending such amount, in its report under clause (o) of sub - section (3) of Section 134, of The Companies Act, 2013 and also transfer such unspent amount to the applicable Fund, within the timelines as laid out under the provisions of Section 135(5) and 135(6) of the Companies Act, 2013
- g) The Board shall ensure that the CSR Activities are undertaken by the company itself or through –
 - (i) A company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80 G of the Income Tax Act, 1961 (43 of 1961), established by the company, either singly or along with any other company, or
 - (ii) A company established under section 8 of the Act or a registered trust or a registered society, established by the Central Government or State Government; or

- (iii) Any entity established under an Act of Parliament or a State legislature; or
 - (iv) A company established under section 8 of the Act, or a registered public trust or a registered society, registered under section 12A and 80G of the Income Tax Act, 1961, and having an established track record of at least three years in undertaking similar activities.
- h) The Board shall satisfy itself that the funds so disbursed have been utilized for the purposes and in the manner as approved by it and the Chief Financial Officer or the person responsible for financial management shall certify to the effect.

5. Role of the CSR Committee

The Corporate Social Responsibility (CSR) Committee as constituted by the STCL Board shall formulate and recommend to the Board, an Annual Action Plan in pursuance of its CSR policy, which shall include the following, namely:-

- (a) The broad CSR focus areas or activities that are to be undertaken in areas or subjects specified in Schedule VII of the Act;
- (b) The manner of execution of such projects or programmes
- (c) The modalities of utilization of funds and implementation schedules for the projects or programmes;
- (d) Determining the manner and classification of projects as ongoing projects and expenditure schedule thereon
- (e) Monitoring and reporting mechanism for the projects or programmes; and
- (f) Details of need and impact assessment, if any, for the projects undertaken by the company:

Provided that Board may alter such plan at any time during the financial year, as per the recommendations of its CSR Committee, based on the reasonable justifications to that effect.

6. Constitution of the CSR Working Group (CWG)

For planning, implementation, monitoring & reporting of the Company's CSR Policy and its objectives, a CSR Working Group (CWG) comprising the Managing Director & CEO, Head-Legal, Risk & Compliance, AVP- Head Finance, Company Secretary and other members as may be nominated by Managing Director & CEO will be formed. The CWG will run the Company's CSR policy in accordance with the set objectives & focus areas. The AVP- Head Finance will be the nodal officer for all activities.

7. Role of the CSR Working Group (CWG)

The CSR Working Group (CWG), as constituted above, will perform the below functions:

- a) Recommend an Annual Action Plan for the corresponding financial year that will identify the broad areas of work, the activities to be undertaken by the Company in the selected areas and the budget to be spent on them. The CSR Annual Action Plan will be updated every corresponding financial year to reflect the Company's focus areas and CSR budget for the year.
- b) The CWG will be responsible for designing, developing, executing and monitoring the projects in the short-listed focus areas of the Company's CSR Policy and as approved by the CSR Committee.
- c) The CWG shall prepare an overview document for every project that it proposes to undertake including but not limited to activity definition, expected local impact areas, budgeted investments, expected benefits (Re value wherever possible) and success parameters.
- d) The CWG will take decisions on day to day activities of the CSR activities.
- e) The CWG will be responsible for periodic reporting of the activities to the CSR Committee in any format as desired by the CSR Committee.
- f) Accounting guidelines and Audit process (Internal/external) will be as per the guidelines laid down in the Companies Act, 2013 and in accordance with the approved business processes and policies.
- g) Create a mechanism, deemed appropriate to and in line with the achieving the objectives of the individual CSR Projects undertaken by the Company. Any modifications to the Approved CSR Annual Action Plan or allocation shall be brought before the CSR Committee for necessary approvals of the Board.

8. CSR Expenditure and Budget

- 8.1 As stated under Section 135 (5) of The Companies Act, 2013 STCL shall ensure that it spends, in every financial year, at least two percent or more of the average net profits made during the three immediately preceding financial years in pursuance of its Corporate Social Responsibility Policy.
- 8.2 The board shall ensure that the administrative overheads shall not exceed five percent of total CSR expenditure of the company for the financial year.
- 8.3 Any surplus arising out of the CSR activities shall not form part of the business profit of a company and shall be ploughed back into the same project or shall be transferred to the Unspent CSR Account and spent in pursuance of CSR policy and Annual Action Plan of the company or the company may transfer such surplus amount to a Fund specified in Schedule VII, within a period of six months of the expiry of the financial year.
- 8.4 Where a company spends an amount in excess of requirement provided under sub-section (5) of section 135, such excess amount may be set off against the requirement to spend under sub-section (5) of section 135 up to immediate succeeding three financial years subject to the conditions that –
- (i) The excess amount available for set off shall not include the surplus arising out of the CSR activities, if any, in pursuance of sub-rule (2) of this rule.

(ii) The Board of the company shall pass a resolution to that effect.

8.5 The CSR amount may be spent by a company for creation or acquisition of a capital asset, which shall be held by - (a) a company established under section 8 of the Act, or a Registered Public Trust or Registered Society, having charitable objects and CSR Registration Number under sub-rule (2) of rule 4; or (b) beneficiaries of the said CSR project, in the form of self-help groups, collectives, entities; or (c) a public authority:

8.6 The CSR Budget for the corresponding financial year, will be updated, with due consideration, in the CSR Annual Action Plan & revised each financial year.

8.7 All CSR initiatives, screened & shortlisted by the CWG, will be put up for approvals to the competent authority. The Delegation of Powers, with respect to financial approvals pertaining to CSR Projects, will be as listed below:

Sr. No	Designation	Sanction Amount	Reporting
1	Managing Director & Chief Executive Officer	Rs 1,00,00,000/- (Rupees One Crore Only)	The Board & CSR Committee

7. Unspent Corporate Social Responsibility Account and Transfer to Fund

A. ONGOING PROJECTS:

The Board of Directors shall open an Unspent Corporate Social Responsibility Account to be held by the Company in a Scheduled Bank. The following transfers shall be permitted into the Account:

Amount permitted for transfer	Due date for Transfer
Unspent CSR amount assigned /related to any ongoing projects	Within 30 days of the closure of the Financial Year
Surplus arising out of any CSR activities	Within 6 months of the closure of the Financial Year

B. NON-ONGOING PROJECTS:

The following amounts shall be transferred to a Fund specified under Schedule VII to the Act or such Account as specified by the Government in this regard:

Amount to be transferred	Due date for transfer/spent
Unspent CSR amount not	Within 6 months of the closure of the

assigned /related to any ongoing projects	Financial Year
Any unspent amount remaining in the Unspent CSR Account	Shall be transferred by Company within 30 days of completion of 3 (three) years from the date on which the amount was transferred to the Unspent CSR Account

9. CSR Activities

9.1 The Company's CSR Policy would encompass all the activities listed under Schedule VII of the Companies Act, 2013 (Annexure A) including any amendment from time to time. However, the Company may shortlist any of the below listed focus areas to create a sustainable & meaningful impact & to align with the Communication and Business Strategy of the Company:

1. Eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation including contribution to the Swachh Bharat Kosh set-up by the Central Government for promotion of sanitation and making available safe drinking water;
2. Promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled, and livelihood enhancement projects;
3. Promoting gender equality, empowering women, setting up homes and hostels for women and orphans; setting up old age homes, day care centers and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups;
4. 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 including contribution to the Clean Ganga Fund set-up by the Central Government for rejuvenation of river Ganga;
5. Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art; setting up public libraries; promotion and development of traditional arts and handicrafts;
6. Measures for the benefit of armed forces veterans, war widows and their dependents;
7. Training to promote rural sports, nationally recognized sports, Paralympic sports and Olympic sports;
8. Contribution to the Prime Minister's National Relief Fund or Prime Minister's Citizen Assistance and Relief in Emergency Situations Fund (PM CARES Fund) or any other fund set up by the Central Government for socio-economic development and relief and welfare of the Scheduled Castes, the Scheduled Tribes, other backward classes, minorities and women;
9. Contribution to incubators funded by Central Government or State Government or any agency or Public Sector Undertaking of Central Government or State Government, and contributions to public funded Universities, Indian Institute of Technology (IITs), National Laboratories and Autonomous Bodies (established under the auspices of Indian Council of Agricultural Research (ICAR), Indian Council of Medical Research (ICMR), Council of Scientific and Industrial Research (CSIR), Department of Atomic Energy (DAE), Defence Research and Development Organisation (DRDO), Department of Biotechnology (DBT), Department of Science and Technology (DST), Ministry of Electronics and Information Technology) engaged in conducting research in science, technology, engineering and

- medicine aimed at promoting Sustainable Development Goals (SDGs),
10. Rural development projects.
 11. Slum Area Development („slum area“ shall mean any area declared as such by the Central Government or any State Government or any other competent authority under any law for the time being in force).
 12. Disaster management including relief, rehabilitation and reconstruction activities.
 13. Undertake research and development activity of new vaccine, drugs and medical devices related to COVID-19 for financial years 2020-21, 2021-22, 2022-23 subject to the conditions that-
 - (a) Such research and development activities shall be carried out in collaboration with any of the institutes or organisations mentioned in item (ix) of Schedule VII to the Act;
 - (b) Details of such activity shall be disclosed separately in the Annual report on CSR included in the Board’s Report;
 14. Undertaking training of Indian Sports Personnel representing any State or Union Territory at National Level or India at international level
 15. Such other matters as may be notified by the Ministry of Corporate Affairs from time to time.

The approximate budget allocation to each of the focus areas from the Company's CSR budget for the year will be demarcated for reference purpose, along with zone wise/RO allocations (if any specified) in the CSR Annual Action Plan. The individual CSR activities undertaken should preferably be in the vicinity of the Company’s offices across the country and not more than 25% of the available funds for the corresponding FY should be allocated for any one project so as to ensure equitable distribution and utilization of funds.

10. Shortlist Criteria

The Company will partner only with entities registered with the Central Government through CSR-1 norms with effect from the 01st day of April 2021. A CSR Association Form will have to be filled-in and submitted by any partner / vendor, to help the Company evaluate and screen CSR proposals for possible association, as appended in Annexure B of the Policy.

11. Implementation Process

- 11.1 The following entities will oversee the CSR Policy, its implementations and execution of CSR projects, programs and activities:
 1. The Board
 2. The CSR Committee, as constituted by the Board &
 3. The CSR Working Group (CWG)
- 11.2 The Board shall ensure that the CSR activities are undertaken by the company itself or through entities specified earlier in Section 3 of the Policy.
- 11.3 The CSR Committee will be responsible for overall monitoring and implementation.
- 11.4 The CWG will be responsible for the day to day implementation and other related activities.

11.5 The key implementation steps and processes have been summarized below:

1. Develop a CSR Annual Action Plan – the CWG will draft a CSR Action Plan aligned with the overall objectives of the company on social interactions and the focus areas listed in clause 7 of the policy. Specific initiatives, shortlisted projects & associations under each of the above focus areas, will be incorporated in the CSR Annual Action Plan, during the course of the year. Inputs, if any, from the applicable Indian subsidiaries of the Company may be incorporated in the document.
2. Allocation of geographical budgets, if any
3. Operationalizing the institutional mechanism – CSR Committee, CSR Working Group (CWG), team identification & capacity building
4. Shortlist Implementing Agencies and conducting due diligence, if required
5. Project Development – Detailed Project Report (DPR)
6. Clear identification of CSR Budget
7. Project approval
8. Project Implementation, including tenure of the project
9. Documentation, Monitoring (at Board and CSR Committee level)
10. Evaluation (Concurrent, Final & if possible, by an Independent Third Party)
11. Project impact assessment
12. Preparation of reporting format and placement in public domain

11.6 The company may also collaborate with other companies for undertaking CSR projects or programs or activities, provided the CSR Committee is in a position to report separately on such projects or programs or activities in accordance with the CSR Rules. The Company will have the authority to disengage from any project at its own free will and at any point of time during the implementation of the project, subject to the approval of the CWG.

11.7 The finalized schedule for each of the CSR project or programs or activity containing details of project, modalities of execution, implementation schedule and monitoring mechanism shall be as per this CSR Policy.

12 Impact Assessment

Impact assessment shall be undertaken by the Company in the manner set out under applicable law, Section 135 of the Act read with Rule 8 of the Companies (CSR Policy) Amendment Rules, 2021. The impact assessment report(s) shall be placed before the CSR Committee and the Board as an annexure to the annual report on CSR.

13 Employee Engagement

STCL actively encourages its employees to volunteer for/participate in social causes. Employees are free to offer suggestions and pass on recommendations as well as be a part of related activities in the short listed focus areas, under the Company's CSR Policy. The Company, will make all efforts to engage its employees to participate in and promote the causes that it endorses, under its CSR outreach, across all its locations & business centers.

14. Monitoring of CSR projects or programs or activities

The following steps may be undertaken for monitoring of the Company’s CSR programme:

- a) The CSR Committee will review the progress on the CSR initiatives and discuss the budgetary utilization on a periodical basis. This meeting may include the relevant NGO/Partners, if required by the CSR Committee.
- b) The CSR Committee will present the progress periodically to the Board as part of the regular board meetings.
- c) In order to ensure that the amounts spent by the Company on CSR activities get properly utilized for the projects for which they are earmarked, the CWG may nominate two to three officials (from the Company or any of its subsidiaries) to monitor the actual implementation of those projects, depending on the scale of the project.
- d) The CSR Committee may engage international organisations for designing, monitoring and evaluation of the CSR projects or programmes as per its CSR policy as well as for capacity building of their own personnel for CSR.

15. Reporting Template

The format for the “Annual Report on CSR Activities” to be included in the Boards Report for financial year commencing on or after 1st day of April, 2021 is detailed in Annexure C.

16. Policy Review Mechanism

The CSR policy will be under the ownership of the CSR Committee and will be renewed after every three years and reviewed as and when required with respect to the new changes to be incorporated. The changes will be documented in the change log and signed off at the end of every review cycle by all members of the CSR Committee.

Version	Approval Date	Approver	Comments
1.0	10.09.2020	BOD/ CSR	Policy was formulated and approved by the CSR Committee and BOD.
2.0	21.10.2021	BOD/CSR	Policy was formulated and approved by the CSR Committee and BOD

Annexure ‘A’

Guidelines under the Companies Act, 2013

Sec 135 under the Companies Act, 2013 mandates that the Board of every company shall ensure that the company spends, in every financial year, at least two percent of the average net profits made by the company during the three immediately preceding financial years, in pursuance of its Corporate Social Responsibility Policy. The details of eligibility, net profit calculation and use of funds will be as set out in the Companies Act, 2013 or Rules made thereunder and subsequent amendments / clarifications/ circulars/ notifications.

Definitions;

1. “Act” means the Companies Act, 2013 (18 of 2013);
2. “Corporate Social Responsibility (CSR)” means the activities undertaken by a Company in pursuance of its statutory obligation laid down in section 135 of the Act in accordance with the provisions contained in these rules, but shall not include the following, namely:-
 - i. activities undertaken in pursuance of normal course of business of the company:

Provided that any company engaged in research and development activity of new vaccine, drugs and medical devices in their normal course of business may undertake research and development activity of new vaccine, drugs and medical devices related to COVID-19 for financial years 2020-21, 2021-22, 2022-23 subject to the conditions that

- (a) such research and development activities shall be carried out in collaboration with any of the institutes or organisations mentioned in item (ix) of Schedule VII to the Act;
- (b) details of such activity shall be disclosed separately in the Annual report on CSR included in the Board’s Report;
 - ii. any activity undertaken by the company outside India except for training of Indian sports personnel representing any State or Union territory at national level or India at international level;
 - iii. contribution of any amount directly or indirectly to any political party under section 182 of the Act;
 - iv. activities benefitting employees of the company as defined in clause (k) of section 2 of the Code on Wages, 2019 (29 of 2019);
 - v. activities supported by the companies on sponsorship basis for deriving marketing benefits for its products or services;
 - vi. activities carried out for fulfillment of any other statutory obligations under any law in force in India;

3. "CSR Committee" means the Corporate Social Responsibility Committee of the Board referred to in section 135 of the Act;
4. "CSR Policy" means a statement containing the approach and direction given by the board of a company, taking into account the recommendations of its CSR Committee, and includes guiding principles for selection, implementation and monitoring of activities as well as formulation of the annual action plan;
5. "CSR Expenditure" shall include all expenditure including for projects or programs relating to CSR activities approved by the Board on the recommendation of its CSR Committee, but does not include any expenditure on an item not in conformity or not in line with activities which fall within the purview of Schedule VII of the Act.
6. "Average Net Profit" shall be calculated in accordance with the provisions of Section 198 of the Act.

The broad CSR activities that can be considered for projects or programs are as listed in the Schedule VII to the Companies Act, and as may be notified by the Ministry of Corporate Affairs from time.

Annexure 'B'

SBICAP Trustee Company Limited

Corporate Social Responsibility (CSR) Association Form

A] Organisation Details:

Contact Details	
1	Name of organisation
2	Address for Correspondence
3	Telephone Number(s)
4	Website
5	Founder of organisation
6	Head of the Organization
	Mobile Number
	e-Mail
7	Contact person
	Mobile Number
	E-Mail
Registration Details	
1	Whether registered under CSR 1 norms as mandated by section 135 of the Companies Act, 2013 and rule 4(1) and (2) of the Companies (CSR Policy) Rules, 2014).
2	Registration Number
3	Registration Date
4	PAN No.
5	12A Certificate
6	80 G certificate
5	FCRA Registration no.

References		
Bank details		
1	Account name	
2	Bank name	
3	Bank address	
4	Account No.	
5	MICR	
6	IFS Code	
7	Type of account	

B] Organisation's Work Profile

Background Details (Work done so far)		
1	Vision of organization	
2	Mission	
3	Geographic area	
4	Details of work	
5	Impact achieved	
6	Team size	
7	Whether the entity has an established track record of three years in undertaking similar activities as is being proposed	

Details of completed grants	
1	No. of grants successfully completed
2	Names of Donors
3	Total grant amount
Details of ongoing grants	
1	No. of ongoing grants
2	Names of Donors
3	Total grant amount
Details of Government awarded grants & Individual donors	
1	Grant received from government
2	State Government
3	Central Government
4	Grant received from Individual donors
Accounting Practices, Audits	
1	Accounting practices and Audits in place <i>(Yes/No)</i>
2	Audit reports for last 3 years <i>(Available/Not Available)</i>
Awards/Achievements/Recognition	
1	Awards/Recognitions received so far

C] Proposed Intervention

Detailed Proposal to SBICAP Trustee Company Limited		
1	Program Title	
2	Program Period From:	
	To:	
3	Goal	
4	Targets	
5	Geographical area of work	
6	Program Context	
7	Uniqueness	
8	Need for Financial Support?	
9	Value of the Financial Support	
10	Program Monitoring & Evaluation	
11	Whether the proposed Project/Program will be conducted along with any other entities or companies. If yes, manner of determining the role of every entity.	

D] Proposed Budget

Financial details		
1	Budget	
2	Other Funders	

Annexure 'C'

CSR Activities to be Included in the Board's Report For Financial Year Commencing on or After 1st Day of April, 20__

1. Brief outline on CSR Policy of the Company:

2. Composition of CSR Committee:

Sl. No.	Name of Director	Designation / Nature of Directorship	Number of meetings of CSR Committee held during the year	Number of meetings of CSR Committee attended during the year

3. Provide the web-link where Composition of CSR committee, CSR Policy and CSR projects approved by the board are disclosed on the website of the company:

4. Provide the details of Impact assessment of CSR projects carried out in pursuance of sub-rule (3) of rule 8 of the Companies (Corporate Social responsibility Policy) Rules, 2014, if applicable (attach the report):

5. Details of the amount available for set off in pursuance of sub-rule (3) of rule 7 of the Companies (Corporate Social responsibility Policy) Rules, 2014 and amount required for set off for the financial year, if any:

Sl. No.	Financial Year	Amount available for set-off from preceding financial years (in Rs)	Amount required to be setoff for the financial year, if any (in Rs)

6. Average net profit of the company as per section 135(5):

7. (a) Two percent of average net profit of the company as per section 135(5):

(b) Surplus arising out of the CSR projects or programs or activities of the previous financial year:

9	10	11	
Amount transferred to Unspent CSR Account for the project as per Section 135(6) (in Rs.).	Mode of Implementation - Direct (Yes/No).	Mode of implementation- Through Implementing Agency	
		Name	CSR Registration number.

(c) Details of CSR amount spent against other than ongoing projects for the financial year:

1	2	3	4	5	
Sl. No.	Name of the Project	Item from the list of activities in schedule VII to the Act.	Local area (Yes/No)	Location of the project.	
				State	District

6	7	8	
Amount spent for the project (in Rs.).	Mode of implementation - Direct (Yes/No).	Mode of implementation- Through Implementing Agency	
		Name	CSR Registration Number

(d) Amount spent in Administrative Overheads:

(e) Amount spent on Impact Assessment, if applicable:

(f) Total amount spent for the Financial Year (8b+8c+8d+8e):

(g) Excess amount for set off, if any:

Sl. No.	Particular	Amount (in Rs.)
(i)	Two percent of average net profit of the company as per section 135(5)	
(ii)	Total amount spent for the Financial Year	
(iii)	Excess amount spent for the financial year [(ii)-(i)]	
(iv)	Surplus arising out of the CSR projects or programmes or activities of the previous financial years, if any	
(v)	Amount available for set off in succeeding financial years [(iii)-(iv)]	

9. (a) Details of Unspent CSR amount for the preceding three financial years:

Sl. No.	Preceding Financial Year.	Amount transferred to Unspent CSR Account under section 135 (6) (in Rs.)	Amount spent in the reporting Financial Year (in Rs.).	Amount transferred to any fund specified under Schedule VII as per section 135(6), if any.			Amount remaining to be spent in succeeding FY (In Rs.)
				Name of the Fund	Amount (in Rs.).	Date of transfer	
	TOTAL						

(a) Details of CSR amount spent in the financial year for ongoing projects of the preceding financial year(s):

1	2	3	4	5	6
Sl. No	Project ID.	Name of the Project	Financial Year in which the project was commenced	Project duration.	Total amount allocated for the project (in Rs.).

7	8	9
Amount spent on the project in the reporting Financial Year (in Rs).	Cumulative amount spent at the end of reporting Financial Year. (in Rs.)	Status of the project - Completed /Ongoing.

10. In case of creation or acquisition of capital asset, furnish the details relating to the asset so created or acquired through CSR spent in the financial year (asset-wise details):

(a) Date of creation or acquisition of the capital asset(s):

(b) Amount of CSR spent for creation or acquisition of capital Asset:

(c) Details of the entity or public authority or beneficiary under whose name such capital asset is registered, their address etc.:

(d) Provide details of the capital asset(s) created or acquired (including complete address and location of the capital asset):

11. Specify the reason(s), if the company has failed to spend two per cent of the average net profit as per section 135(5):