



## Corporate Social Responsibility (CSR) Policy

Owned by: Corporate Social Responsibility and Sustainability

Version no. 4.0

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### Version History

Release Date	Version	Revision Description	Approved By
04/12/2008	1.0	Initial version	Board
28/03/2011	1.1	Changes to align with changing practices	Board
25/08/2011	1.2	No change	Board
09/08/2012	1.3	No change	Board
29/07/2013	1.4	No change	Board
09/05/2014	2.0	Changes as mandated by Companies Act, 2013	CSR Committee and Board
13/08/2014	2.1	Minor change w.r.t. focus areas of the policy	CSR Committee and Board
14/05/2015	3.0	Revised policy and projects for FY 2015-16	CSR Committee and Board
11/08/2015	3.1	No change	CSR Committee and Board
09/05/2016	4.0	Revised policy and projects for FY 2016-17	CSR Committee and Board

## **Corporate Social Responsibility (CSR) Policy**

### **Background**

On 27 February 2014 the Ministry of Corporate Affairs notified Section 135 and Schedule VII of the Companies Act 2013 (hereby referred to as the "Act" as well as the provisions of the Companies (Corporate Social Responsibility Policy) Rules, 2014 to come into effect from 1<sup>st</sup> April, 2014.

With effect from 1<sup>st</sup> April, 2014, any company, private limited or public limited, which either has a net worth of ₹ 500 crore or more; or a turnover of ₹ 1,000 crore or more; or net profit of ₹ 5 crore or more in any financial year, needs to spend at least 2% of its average net profit for the immediately preceding three financial years on corporate social responsibility activities (for the purpose of calculating 2% of average net profits, net profits to exclude dividends received from other companies complying with provisions of section 135 of the Act).

The CSR activities must be with respect to any of the activities mentioned in Schedule VII of the Act. As per the Act and the Rules an eligible company is required to should formulate a CSR Policy and upload the same on the company's website.

To formulate and monitor the CSR policy of a company, a CSR Committee of the Board has been constituted. Section 135 of the Act requires the CSR Committee to consist of at least three directors, including an independent director.

## **Purpose**

The Policy has been produced to provide guidance relating to Corporate Social Responsibility to ensure that the Company operates on a consistent and compliant basis.

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## **CSR Policy**

Canara HSBC Oriental Bank of Commerce Life Insurance Company, hereby referred to as the “Company”, is committed to give back to the community it operates in, including caring for the environment. The Company aims to minimise the impact of its business on the environment and have a positive effect on society by implementing projects as per its focus areas, in line with activities defined by the Act/Law. The Company also seeks to further these objectives through trusts, societies and companies who embrace these objectives. It aims to use natural resources responsibly, work with community projects and encourage and educate its employees in these goals. The Company will also continue to assess the environmental and ethical impact of the business and work towards formalising guidelines to reduce any undesirable effects.

## **Focus areas and philosophy**

The Company will channel its CSR efforts towards **education, environment and sanitation** as mentioned in Schedule VII of the Act:

- Promoting education, including special education, consumer education and awareness, employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects
- 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
- Eradicating hunger, poverty and malnutrition, promoting preventive health care and sanitation and making available safe drinking water

### **1. Constitution and functioning of CSR Committee**

The Board of the Company will be responsible for (i) approving CSR policy and disclose its contents in Directors' Report and on the company's website, (ii) ensure that activities are undertaken as per the CSR policy (iii) ensure that company spends at least 2% of the average net profit during the three immediately preceding financial years on CSR activities.

The responsibilities of the CSR Committee include:

- i) To formulate and recommend the CSR policy to the Board which shall indicate the activities to be undertaken by the Company as specified in Schedule VII
- ii) To recommend the amount of expenditure to be incurred
- iii) To execute the CSR Policy that recommends CSR activities, the amount of expenditure to be incurred on the activities referred to and monitor CSR spends
- iv) To monitor CSR activities through a transparent monitoring mechanism for implementation of the CSR projects or programmes or activities undertaken by the Company.
- v) To periodically monitor the implementation of the CSR policy

## 2. Budget & Expenditure

The Company shall spend a minimum 2% of the average net profit during the three immediately preceding financial years on CSR activities.

Based on recommendation of CSR Committee, the Board has approved an amount of ₹ 1.98 crore in FY 2016-17 as CSR spend for CSR activities of the Company.

Subject to provisions of sub-section (5) of Section 135 of the Act, the Company can undertake CSR activities itself or through outside trusts, societies or companies only in India, provided that these have at least 3 years of track record of undertaking such activities. It will be ensured that the Board of Directors and the CSR Committee members will not have any direct interest in the said entity. The Company may also collaborate or pool resources with other companies to undertake CSR activities and any expenditure incurred on such collaborative efforts would qualify for computing the CSR spends provided that the CSR Committees of the respective companies are in a position to report separately on such projects or programmes in accordance with these rules.

The Company post deliberation has decided that contribution to any single trust, society or company shall not exceed ₹ 15 lacs for a financial year and due diligence of the trust, society or company will be carried out by the Company.

Although, there is a cap of ₹ 15 lacs in terms of contribution to a single trust, society or company, in a financial year, the Board is authorized to assess projects/initiatives (on a case to case basis) and approve expenditure above ₹ 15 lacs for a single trust, society or company in a financial year, with a cap of ₹ 20 lacs.

The Company may build CSR capacity through its own employees or through any implementation agency. However, the total expenditure should not exceed 5% of the total CSR expenditure in that year.

The Company shall give preference to the local area and areas around it where it operates, for spending the amount earmarked for Corporate Social Responsibility; This will include locations where the Company has its Head Office, hubs and bank branches of the distributors.

CSR expenditure shall include all expenditure including contribution to corpus for projects or programmes relating to CSR activities approved by the Board on the recommendation of its CSR Committee which fall within the purview of Schedule VII of the Act.

CSR expenditure will exclude those:

- i) incurred in the normal course of business
- ii) incurred for benefit of employees or their families
- iii) direct or indirect contribution to political party/group or person
- iv) direct or indirect contribution to religious association/organisation/outfit or person

As part of its CSR initiative, the Company may also provide support for relief and rehabilitation during natural disasters. The support amount will be decided on a case to case basis and will be over and above the approved CSR budget.

Any contribution to bona fide charitable and other funds will be outside the purview of CSR Policy and will be governed by the provisions of the Companies Act 2013.

In case any amount is left unspent, the Director's Report will specify the reasons for the same.

### **3. Community Investment/CSR Activities - Request for Proposal, Due Diligence and Disbursement of Funds**

The CSR activities/community investment shall be undertaken by the Company as per its stated CSR Policy, as projects or programmes or activities (either new or ongoing).

Community investments should bring a lasting benefit to local communities, motivate staff through opportunities for direct involvement wherever possible, and as per the focus areas, promote education, environmental sustainability and sanitation.

Decisions and approvals by the CSR Committee over disbursement of community investment funding/support are subject to the following checks. All CSR projects should:

- Reflect the key themes of education, sanitation and environmental support
- Ensure due diligence is completed for the trust/society/company including a field visit by the Company staff wherever possible
- Be based on an evaluation of the proposal which should have clear objectives and some measurable impact
- Allow for staff engagement through volunteering where possible or appropriate

Once approved, the CSR Committee will submit the recommendations to the Board of Directors for approval.

On approval by the Board, the amount will be disbursed for direct implementation by the Company as per the procurement process and to the trust/society/company as agreed with them and as per the CSR spend authorization matrix (Annexure II).

### **4. Monitoring**

The CSR Committee is responsible to monitor progress and impact of CSR activities, projects and programmes undertaken. It will ensure a transparent monitoring process. Projects will be monitored through:

- Quarterly/half yearly/annual progress report (whichever are applicable as per the MoU)
- Fund utilization/expense report/certificate (as per the MoU)
- Field visits by members of the CSR Committee, employees and by the CSR Team
- Employee volunteering initiatives wherever possible

## 5. Reporting

- i) The Board of Directors of the Company shall, after taking into account the recommendations of CSR Committee, approve the CSR Policy for the Company and disclose contents of such policy in its report and the same shall be displayed on the Company's website as per the particulars specified in the Annexure III
- ii) The Board's Report of the Company shall include an annual report on CSR containing particulars specified in Annexure III

## 6. Declaration

The Company confirms that any profit arising out of CSR projects or programmes or activities shall not be included in business profits.

## 7. CSR Team and Employee Engagement

Corporate Social Responsibility and Sustainability department along with Head – Marketing and Customer Retention, with support from Head of HR will be responsible for CSR at the Company.

No employee will carry out any activity in the name of the Company.

As much as possible, volunteering will be an important component of all CSR initiatives. Volunteering will be encouraged under the theme 'Partners in Progress' for all CSR activities of the Company as engaging employees in community investment programmes is an opportunity to sensitize them and increase camaraderie and bonding among them. Volunteering also ensures that the investments are maximized as colleagues are present to monitor progress and can check that funds are used for the purpose for which they have been given.

**CSR Activities for FY 2016-17**

The Company proposes to implement the following projects under CSR for FY 2016-17.

A. CSR Projects with Trusts/Societies/Companies									
S. No	Trust/Society/ Company Name	Project/Activity Name	Location	Project/ Activity Brief	Project Period	Total Expenditure (₹)	Deliverables/ Outcome/ Impact	Reporting frequency (to be captured in the MoU)	
								Project Progress	Financial
1.	WWF-India (Trust)	Madhuvan	Sundarbans Biosphere Reserve (Lothian Wildlife Sanctuary, Jambudwip and Bakkhali island)  West Bengal	A project focusing on reducing man-animal conflict by engaging traditional honey collectors in the project focusing on alternate, safe, sustainable/ better methods of livelihood (honey collection) basis study, trainings and workshops	1 September, 2016 to 31 July, 2017	15,00,000	<p>Education to minimise human-tiger conflict by engaging traditional honey collectors in the project</p> <p>Mobilisation and ensuring buy-in from the community for the proposed intervention</p> <p>Augmentation of livelihood activities by providing the collected raw honey to a Joint Forest Management Committee so that they can process it and sell at a better market price</p> <p>Workshop/s with honey collectors and provide apiculture training as per the standards.</p> <p>Meeting/s with box owners before commencing of the honey season to have a buy-in in the concept and provide apiary boxes.</p> <p>First ever apiary boxes placed inside the forest</p> <p>Quantification and assessment of mangrove plants from the</p>	Summarised report in last week of December 2016.  Final impact report by / in August 2017	Financial report in last week of December 2016  Fund utilization certificate by for the complete amount by 2nd week of August 2017

							pilot sites with regard to sustainable and safe honey production		
2.	Nehru Foundation for Development – Centre for Environment Education (Society)	Jal Dhara	Solapur Maharashtra	Creation of a community managed water body in partnership with the local panchayat in Alajapur area, Tal-Karmala in Solapur District for sustainability and improved crop productivity	1 May 2016 – 30 April 2017	15,00,000	Construction of a water body approx 213 mtrs X 8 mtrs X 35 mtrs  This will - i) Recharge normal wells and bore wells in 3 villages (around 15-30)  ii) Make available clean drinking water for the community  iii) Increase crop productivity and livestock resulting in a scope for increased income, increased biodiversity by plantation of different local species and fruit trees, better crop and fodder varieties, reduction in malnutrition etc  iv) Creation of water committees and SHGs water body management	Two 6-monthly progress reports in November 2016 and May 2017  1 impact report in May 2017	Two 6-monthly financial reports in November 2016 and May 2017  1 annual/complete fund utilization report / certificate in May 2017
3.	Advit Foundation (Trust)	Project Jal Jeevan - Aarohan	Village Pachala, Phagi Block, Near Jaipur Rajasthan	Setting up of a Skill Training and Development Centre in village Pachala, Phagi Block, Jaipur District, Rajasthan that would promote awareness on conservation of environment resources and enhance livelihood	1 May 2016 – 30 Apr 2017	15,00,000	Provide skill training to around 1000 beneficiaries via community and individual trainings  The training and knowledge dissemination centre would undertake the following activities: - Introduce RE/solar technology	Project Initiation report: Month 2 after project sanction (By 20 June 2016)  Mid year report: Month 6 (By 20 October 2016)  Project completion report: Month 12 (April 2017)	Mid year financial report: Month 6 (By 20 October 2016)  Financial report (completion): Month 12 (By May 15 2017)



							<ul style="list-style-type: none"> <li>- Introduce skills that would conserve environment</li> <li>- Provide guidance for enhanced income</li> </ul>		
4.	Society - SOS Children's Villages of India (Society)	Utkarsh	Chennai, Tamil Nadu	<p>The project will support the education of 50 children residing in SOS Village</p> <p>The project will focus on child development including individual child's growth, learning and development from early years to adulthood in a caring family environment.</p> <p>Education will be provided in the following manner:</p> <p>Formal education: the child has access to pre-primary, primary, secondary and vocational education</p> <p>Non-formal education: the child has access to educational activities outside the formal education system which support her/his holistic development</p> <p>Informal education: the child has access to play, social networks and stimulating situations which enable her/him to build her/his values, beliefs, attitudes, everyday skills and knowledge</p>	1 April 2016 – 31 March 2017	9,60,000	<ol style="list-style-type: none"> <li>1. 100% enrolment of the supported children in age appropriate education</li> <li>2. 90-100% school attendance</li> <li>3. Access to quality education for 50 orphan children who get a second chance at SOS</li> <li>4. Quality education reflected through improved performance of children</li> <li>5. 95 - 100% promotion of children in their respective class</li> <li>6. Improved standard in communication skills, computer skills, career options, life skills etc.</li> </ol>	<p>Bi-annual activity/progress reports (April - September 2016 in last week October 2016 and October 2016 - March 2017 in last week April 2017)</p> <p>Final impact report (in last week April 2017)</p>	<p>Bi-annual finance reports (April - September 2016 in last week October 2016 and October 2016 - March 2017 in last week April 2017)</p> <p>Annual fund utilization certificate (in last week of April 2017)</p>
5.	Butterflies (Society)	Asha	Delhi (slum areas)	<p>Educating &amp; empowering vulnerable children through mobile schools</p> <p>Through this initiative, Butterflies intends to reach out to vulnerable children who are out of school in</p>	1 April 2016 - 31 March 2017	7,57,000	<p>Deliverable /Outcome: Provide education support to 350 children through mobile school</p> <p>Impact: Target is to mainstream all children (beneficiaries) from these locations.</p>	<ol style="list-style-type: none"> <li>1. 2 six-monthly project progress reports- By 2<sup>nd</sup> week of October 2016 and 2<sup>nd</sup> week of April 2017</li> <li>2.1 final impact report- At the completion of</li> </ol>	<p>2 six-monthly finance reports as against the period-wise support budget- By 2<sup>nd</sup> week of October 2016 and 2<sup>nd</sup> week of April 2017</p> <p>One finance</p>

				4 slum areas of Delhi (Okhla Mandi, Kashmiri Gate, Sadar Bazar and Chandni Chowk) and , mainstream them in formal schools, enhance their life skills, build capacities of parents and community awareness for protecting and promoting children's rights through mobile schools			Involvement of parents in SMCs (School Management Committees) would help children to continue their education and bring improvement in overall functioning of the schools and help children to perform better in education. Life skills of children would improve and they would be able to handle the day to day situation of their lives	the program for FY 2016-17 by April 2017	report (final budget utilization as against the support budget)
6.	Amba Foundation (Society)	Ujjwal Bhawishya	East Delhi (Slum area)	Education and vocational training for self reliance -  To provide Non Formal Education (NFE) and vocational training in computers and beauty parlour management to vulnerable children and youth / women from marginalized sections of the society; Conduct adult literacy for women from the same community; organise health and nutrition camps	1 April 2016 to 31 March 2017	15,00,000	Non formal education to 120 children  Adult literacy to 15 women  Vocational Training (Computers) to 100 youth  Vocational Training (Beauty Parlour) - 50 youth  Support to 5 SHGs  Health Camp 1  Nutrition Camp	Half yearly Activity Reports - 1. Period 1 – April 2016 to September 2016 to be submitted by 10 <sup>th</sup> of October 2016 2. Period 2 - October 2016 to March 2017 to be submitted by 10 <sup>th</sup> of April 2017  Annual Impact Report by 10 <sup>th</sup> April 2017	Half yearly financial report for Period 1 by 10 <sup>th</sup> of October 2016 & for Period 2 by 10 <sup>th</sup> April 2017 respectively  Annual Fund Utilization Certificate within 30 days of the financial year closing
7.	Aide et Action	Saakaar	Patna, Bihar and  Brahampur, Odisha	Providing employability training to under-privileged youth to lead them towards self reliance	15 May 2016 – 15 February 2017	14,43,200	Completion of training of 160 youths with at least 75% placement target	Inception Report (Batch initiation report): Within 15 days after initiation of the batch  Monthly progress report: End of month (and consolidated)  Batch completion report (Tentative 2 batches at each location): On completion of the course and placement of the youth (For each location - Batch I – Not later than 15 October 2016 and Batch II –	Status report on fund utilisation as per the support budget: Within 15 days from the period end i.e for Period – I in October 2016 and Period II – by 15 March 2017  Final Financial Report / Fund Utilization Certificate: By 15 March 2017

								Not later than 28 February 2017  One final impact report: February-March 2017	
8.	Naviyoti India Foundation (Society)	Unnati	Gurgaon, Haryana  (Rural areas)	To impart employment oriented/ income generating vocational skills up-gradation training to adolescent girls and women from the rural / economically / socially backward communities  To provide awareness on social issues to adolescent girls and women. To encourage self-employment by providing related training on entrepreneurship and exposure visits. To Liaison with the trained institutes, export houses and other avenues in order to strengthen placement opportunities for the trained girls and women	1 May 2016 – 28 February 2017	11,00,000	90 Beneficiaries will be imparted training in basic stitching course  20 – 30 women will be up skilled with advance training and entrepreneurial activity will be promoted  Awareness and confidence of the women will be enhanced on social issues	1. 2 project reports in September - October 2016 and February - March 2017  2. Annual Summary (Impact) Report in March- April 2017	1. 2 Financial reports in September – October 2016 and February - March 2017  2. Annual Financial Report in March 2017
9.	Smile Foundation (Trust)	Saksham	Mumbai, Maharashtra  Secundrabad (near Hyderabad), Telangana	Employability (STeP) training for youth especially women from economically backward sections of the society with market-oriented employability skills  STeP training would include: Regular classes, industrial visits, workshops and seminars  Efforts would be made to employ the trained youth at the jobs available in the market through a centralized placement cell managed at Smile Foundation's	1 April 2016 - 31 March 2017	14,72,816/-	180-200 Youth will get equipped with basic computer skills and become technological friendly  180-200 youth will learn basic management skills and become economically strong  Increase confidence level and presentation skills of 180-200 youth  50-55% students of STeP will get placed	Half Yearly and Annual Reports:  Bi-annual progress/ activity reports for April - September 2016 and October 2016 - March 2017 in October 2016 and April 2017 respectively 1 summarized impact report (Project completion report – summary on number of beneficiaries trained, placed and socio-economic impact) in April 2017	Half Yearly and Annual Reports:  6 monthly finance reports for April - September 2016 and October 2016 - March 2017 in October 2016 and April 2017 respectively  1 Fund Utilization Certificate in April 2017

				Head Office.  All the candidates would be provided with co-branded Certificates from Smile Foundation and supporter					
10.	Krishi Avam Paristhiki Vikas Sansthan (KRAPAVIS)  (Society)	Project Mahila Ajivika	Alwar (Rural area)	Empowering 60 women from rural backgrounds / backward communities / economically weaker sections of the society to train in vocational skills of tailoring and dress designing and beauty parlour management and beautician training (30 women in each skill training)	10 May 2016 to 20 January 2017	8,69,400	1. Empower 30 women in building vocational skills in tailoring and dress designing  2. Empower 30 women in building vocational skills in beauty parlour management / beautician training	2 project reports (Batch completion report at the end of each batch in September 2016 and January 2017)  1 Final impact report (Final detailed narrative report at the end of the project) February 2017	2 Finance reports (Finance reports details at the end of each batch in September 2016 and January 2017)  One finance report (final budget utilization as against the support budget) in February 2017
11.	Trust - Canara Bank Centenary Rural Development Trust - Trust Promoted by Canara Bank	Pragati	Chikkaballapur, Karnataka  Malleswaram, Bangalore, Karnataka  Karaikudi in Tamil Nadu and / or Karkala in Karnataka	Provide vocational training (dress designing, computer hardware and artisan training) to approximately 96 beneficiaries from rural areas /economically weaker sections of the society  Artisan training to start by 15 June and continue for around 1.5 years i.e around December 2017	1 May – 31 December 2016 for Dress Designing and Computer Hardware Training	14,40,000	1. 50 girls/women to be trained in dress designing in Chikkaballapur , Karnataka  2. 40 beneficiaries to receive computer hardware training in Malleswaram, Bangalore, Karnataka  3.6 beneficiaries to receive artisan training in Karaikudi in Tamil Nadu and / or Karkala in Karnataka	Project Report (including a statement of completion for Dress Designing Training and Computer Hardware Training) to be submitted by 10 February 2017 and for Artisan Training, status update by 10 February 2017 and 1-pager report on completion by 31 December 2017	Financial Report/ Fund utilization certificate against the support amount to be submitted by 10 February 2017
12.	Trust - Oriental Bank Rural Development Trust (OBC RDT) – Trust promoted by Oriental Bank of Commerce	Shakti	Chomu-Balekhan, Near Jaipur, Rajasthan  Ratol Bet, Firozpur, Punjab	Provide vocational / skill training in i. Beauty Parlour Management and ii. Dress Designing to girls/ women in rural areas or who are from economically weaker sections of the society	1 May – 31 December 2016	14,35,000	Provide vocational training to 275 (approx) beneficiaries from rural areas /economically weaker sections of the society in Chomu-Balekhan near Jaipur in Rajasthan and Ratol Bet in Firozpur in Punjab	Project Report (including a statement of completion) to be submitted by 10 February 2017	Financial Report/ Fund utilization certificate against the support amount to be submitted by 10 February 2017

							(i.Beauty Parlour Management for 100 beneficiaries (4 batches) at Chomu-Balekhan, Near Jaipur, Rajasthan and for 50 beneficiaries (2 batches) at Ratol Bet, Firozepur, Punjab  ii. Dress Designing Training for 100 beneficiaries (4 batches) at Chomu-Balekhan, Near Jaipur, Rajasthan and for 25 beneficiaries (1 batch) at Ratol Bet, Firozepur, Punjab		
					Total (A)	₹ 1,54,77,416			
<b>B. To be implemented by the Company</b>									
S. No	Trust/Society/ Company Name	Project/Activity Name	Location	Project/ Activity Brief	Project Period	Total Expenditure (₹)	Deliverables/ Outcome/ Impact	Reporting frequency (to be captured in the MoU)	
								Project Progress	Financial
13.	Samarth	CHOICE to implement	Areas/locations to be assessed at the time of implementation - to be launched at multiple locations in the country	To create awareness on financial products amongst the consumers at large in order to help them take informed financial decisions	1 May 2016 to 31 March 2017	₹ 38,02,584	Consumer education through a multi-channel engagement	One project completion report	One finance budget utilization report
<b>C. Administrative expenditure (maximum 5% per project; as applicable)</b>						₹ 5,20,000			
					<b>Total (A + B + C)</b>	<b>₹ 1,98,00,000 (Approx)</b>			

\* A maximum of 10% re-appropriation may be allowed in the project heads by CSR department due to exigencies and also as it extremely difficult to predict the exact amount

\*\* Mandatory taxes as applicable will be added as applicable and the actual expenditure on projects and overheads/admin expenditure in the financial year will be presented to the CSR Committee after closing

**Delegated Authority Matrix for Board Approved CSR Budget**

<b>Value of contract</b>	<b>Authorised person</b>
Exceeding ₹ 20K but less than ₹ 5 lacs	DR's DR of user function
Exceeding ₹ 5 Lacs but less than or equal to ₹ 15 Lacs	DR's DR + DR of the user function
Exceeding ₹ 15Lacs but less than ₹ 25 Lacs	DR + CFO (in absence of CFO, the CFO may designate one of his DRs for the purpose)
Exceeding ₹ 25 Lacs and above	DR+ CEO

*Note: Payments for the CSR projects implemented by CSR partners may be released as advance, provided that the amount for the first instalment is capped at 50% of the total project support budget except for those of shareholder trusts*

**ANNEXURE III**

1. A brief outline of the Company's CSR Policy, including overview of projects or programs proposed to be undertaken and a reference to the web-link to the CSR Policy and projects and programmes
2. The Composition of the CSR Committee
3. Average net profit of the Company for last three financial years
4. Prescribed CSR Expenditure (two per cent of the amount as in item 3 above)
5. Details of CSR spent during the financial year
  - (a) Total amount to be spent for the financial year;
  - (b) Amount unspent, if any;
  - (c) Manner in which the amount spent during the financial year is detailed below

(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
S.No	CSR project or activity identified	Sector in which the project is covered	Projects or programmes (1) Local area or other (2) Specify the State and District where projects or programmes was undertaken	Amount outlay (budget) project or programme wise	Amount spent on the projects or programmes  Sub-heads: (1) Direct expenditure on projects or programmes (2) Overheads	Cumulative expenditure up to the reporting period	Amount spent: Direct or through implementing agency*
1							
2							
3							
	<b>TOTAL</b>						

\* Give details of the implementing agency

6. In case the company has failed to spend the two percent of the average net profit of the last three financial years or any part thereof, the Company shall provide the reasons for not spending the amount in the Board report.
7. A responsibility statement of the CSR Committee that the implementation and monitoring of CSR Policy, is in compliance with CSR objectives and Policy of the Company.

Sd/-  (Chief Executive Officer or Managing Director or Director)	Sd/-  (Chairman CSR Committee)	Sd/-  (Person specified under clause (d) of sub-section (1) of Section 380 of the Act)  (wherever applicable)
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