



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LTD.

Regd. Office: Vidyut Bhawan, Janpath, Jaipur-302005 (India)

No.RVPN/Secy(Admn.)/HRD&Trg./2016-17/F. /D. 223 Date: 09.08.2016

OFFICE ORDER

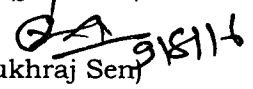
In compliance of decision of the Board of Directors of RVPN in its 246th meeting held on dated 27.6.2016, the approved "Corporate Social Responsibility (CSR) Policy" (enclosed), the policy shall be hosted by the Superintending Engineer (MIS), RVPN, Jaipur after uploading on website of RVPN.

In continuation, the office of Superintending Engineer (HRD & Trg.), RVPN, Jaipur is hereby declared as Corporate Social Responsibility Department (CSR Department) with the roles and responsibilities as following for effective implementation and execution of the CSR policy in RVPN with appointing the Superintending Engineer (HRD & Trg.), RVPN, Jaipur as Nodal Officer as under :-

- I. The Zonal Chief Engineer (T&C/MPT&S/Civil), RVPN, Jaipur/Jodhpur/Ajmer shall prepare the proposals individually or collectively as per guideline of the CSR policy.
- II. The Chief Controller of Accounts, RVPN, Jaipur shall look all financial matters and shall check and vet all proposals and expenditures as per policy.
- III. The Company Secretary shall ensure amendment/updation of policy as per change in Company Laws by Central Government from time to time. He will put up proposals for consideration to "CSR Committee" and to the Board for approval.
- IV. The Joint Director Personnel, RVPN, Jaipur shall coordinate with other Government Department and NGOs as per policy.
- V. The Chief Engineer (Civil) shall execute the approved proposals and shall submit monthly progress to 'CSR Department.'

This bears the approval of CMD, RVPN.

Encl : As above.

By order.

(Pukhraj Sen)
Secretary (Admn.)

Copy submitted/forwarded to the following for information & necessary action :-

1. The Chief Engineer (T&C/Civil/MPT&S), RVPN, Jaipur/Ajmer/ Jodhpur to please provide proposals as per guidelines of the CSR Policy regularly.
2. The Chief Engineer (IT/Procurement/Contract/NPP&R/PP&D/ LD/PLCC), RVPN, Jaipur.
3. The Chief Controller of Accounts, RVPN, Jaipur
4. The Superintending Engineer (MIS), RVPN, Jaipur with the request to upload the enclosed approved "Corporate Social Responsibility Policy of RVPN" on the website of RVPN to host the policy and maintain thereafter.
5. The Superintending Engineer (HRD & Trg./_____), RVPN, Jaipur/_____.
6. The Company Secretary, RVPN, Jaipur with request to apprise to the Members of the CSR Committee and updation of compliance status of the decision of the BoD in the matter. Please monitor the policy with the "CSR Department".
7. The Joint Director Personnel, RVPN, Jaipur.
8. TA to Director (Operation/Technical/Finance), RVPN, Jaipur.
9. PS to CMD, RVPN, Jaipur.
10. PS to Director (Finance), RVPN, Jaipur.
11. PA to Secretary (Admn.), RVPN, Jaipur.

Encl : As above.


Secretary (Admn.)

Corporate Social Responsibility Policy



RAJASTHAN RAJYA VIDYUT PRASARAN NIGAM LTD.

(A Government of Rajasthan undertaking)

Corporate Identity Number (CIN): U40109RJ2000SGC016485

Regd. Office: Vidyut Bhawan, Jyoti Nagar, Jaipur-302005

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1. Concept:

1.1 Organization:

Rajasthan Rajya Vidyut Prasaran Nigam Limited (RVPN) a Company registered under the Companies Act, 1956 has been established by the Government of Rajasthan under the provisions of the Rajasthan Power Sector Reforms Act, 1999 as the successor company of Rajasthan State Electricity Board.

RVPN owns, builds, maintains and operates the high-voltage electric transmission system. It also owns the shared generating projects as representative of erstwhile Rajasthan State Electricity Board.

RVPN has been declared as State Transmission Utility (STU) by Government of Rajasthan.

1.2 Title:

This Corporate Social Responsibility Policy of the Company is titled as the "RVPN Corporate Social Responsibility Policy".

1.3 Vision and Objectives:

RVPN is aimed at to provide reliable electric transmission service to the customers. The infrastructure created serves as the link in transporting electricity to millions of electricity users.

The Company as a corporate citizen is conscious and concerned with its social responsibility and is committed to initiate projects that benefit communities through its CSR pursuits.

The objective of framing the CSR Policy of RVPN is primarily to pursue continuously and consistently initiatives and:

- a) ensure an increased commitment at all levels in the organization, to operate its business in an economically, socially and environmentally sustainable manner, while recognizing the interests of all its stakeholders.
- b) directly or indirectly undertake projects or programmes or activities that benefit the communities and results, over a period of time, in enhancing the quality of life and economic well-being of the local populace.

- c) generate, through its CSR initiatives, a community goodwill for the Company and help reinforce a positive and socially responsible image as corporate entity.

Within the framework of the Policy, the CSR committee will choose priority projects from time to time. It will ensure augmentation in commitment at various levels in the Company.

1.4 Scope and Limitation:

This document outlines the Policy of Rajasthan Rajya Vidyut Prasaran Nigam Limited (RVPN) pursuant to the requirement of applicable provisions for Corporate Social Responsibility under section 135 of the Companies Act, 2013 along with the Companies (Corporate Social Responsibility Policy) Rules, 2014, as well as activities to be undertaken as per Schedule VII of the Companies Act, 2013; including statutory modifications / amendments made thereof.

In the event of any conflict between the provisions of the Policy and the provisions of the Companies Act, 2013 or Companies (CSR Policy) Rules, 2014, or amendments thereat, the provisions of the Act and the Rules shall prevail.

1.5 Dissemination of the Policy:

The Policy shall be hosted on the website of RVPN.

1.6 Amendments:

The Board of Directors reserves the right to amend, modify, vary, alter, or review the Policy in whole or in part, at any point of time, as may be deemed necessary or on the basis of its assessment of the Company's needs, or on account of any change in the applicable Act, Rules, Regulations and Government guidelines, on the recommendations of CSR Committee.

1.7 Applicability:

The Policy shall apply to all Corporate Social Responsibility initiatives, projects or programmes or activities undertaken in India by RVPN for the benefit of different segments of the society, and as prescribed under Schedule VII of the Companies Act, 2013 and rules thereat.

2. CSR Funding and Allocation

2.1 Allocation of Funds

For achieving its CSR objectives through implementation of meaningful and sustainable CSR Projects or programmes or activities, the Company will allocate at least 2% of its average net profits made during immediately preceding three financial years, as its Annual CSR Budget calculated in accordance with the relevant Sections of the Companies Act, 2013 read with the Companies (Corporate Social Responsibility Policy) Rules, 2014.

2.2 CSR Activities

From the amount of the budget allocated for CSR activities for a year, a provision will be made towards all or specific activities falling within the purview and/or related to and/or in conformity with activities as listed in schedule VII of the Companies Act, 2013. However, emphasis will be laid on the projects or programmes or activities broadly covered in thrust areas of the Company mentioned in Annexure - I.

2.3 Inadmissible Activities

The following activities will be precluded and shall also not be considered as CSR activity.

- (i) No CSR project or programme or activity that benefits only the employees of the Company and their families shall be undertaken.
- (ii) Contribution of any amount directly or indirectly to any political party under Section 182 of the Act.
- (iii) Expenses incurred for the fulfillment of any Act / Statute of regulations (such as Labour Laws, Land Acquisition Act etc.)
- (iv) One-off events such as Marathon/Awards/Charitable contribution / Advertisement / Sponsorship of TV programmes etc.
- (v) Activities taken up under R&D.
- (vi) Activities undertaken in pursuance of normal course of business of the corporation.
- (vii) Activities which the Board considers ad-hoc and philanthropic in nature.

- (viii) Any activity not approved by the Board or Competent Authority as decided by the Board.

3. Treatment of Surplus Arising Out of CSR Activities and Unspent Amount

- 1) In case, the Company fails to spend allocated amount, it shall have to specify the reasons for not spending it. However, commitments / sanction made during the year shall not lapse and the sanctioned projects shall be completed under CSR.
- 2) Surplus arising out of the CSR projects or programmes or activities shall not form part of business profit of the Company.

4. Composition of CSR Committee

The Board of Directors of RVPN shall constitute a Corporate Social Responsibility Committee (CSR Committee) of the Board consisting of three or more directors, out of which at least one director shall be an Independent Director.

5. Responsibilities of the CSR Committee

The Committee towards effectuation and implementation of the CSR activities shall:

- 1) Formulate and recommend to the Board, a Corporate Social Responsibility Policy which shall indicate the activities to be undertaken by the Company as specified in Schedule-VII of the Companies Act, 2013.
- 2) Recommend the amount of expenditure to be incurred on the activities referred to in clause (1) above.
- 3) Monitor the Corporate Social Responsibility Policy of the Company from time to time.
- 4) Adhere to Section 135 of the Companies Act, 2013 & the Companies (Corporate Social Responsibility Policy) Rules, 2014 (including any statutory modifications, amendments or re-enactments thereto for the time being in force); and
- 5) All other activities as informed or delegated by the Board of Directors from time to time.

6. Governance Framework

The social programs approved by the CSR Committee, shall be executed in a transparent framework based on good governance and sound management. 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 activities. The guidelines and mechanism for undertaking these welfare programmes or projects or activities for sustainable development of the community at large shall be:

- 1) as self-executing project or programme or activity, excluding activities undertaken in pursuance of its normal course of business; and/or
- 2) as project or programme or activity through a Company established under Section 8 of the Companies Act, 2013 or a registered trust or a registered society, established by RVPN, either singly or alongwith any other company, or
- 3) as project or programme or activity through a Company established under Section 8 of the Companies Act, 2013 or a registered trust or a registered society, established by Central Government or State Government or any entity established under an Act of Parliament or a State legislature.
- 4) as project or programme or activity through a Company established under Section 8 of the Companies Act, 2013 or a registered trust or a registered society, other than those at 2 and 3 above, having an established track record of three years in undertaking similar programmes or projects; provided the projects or programmes to be undertaken, the modalities of utilization of funds of such projects and programmes and the monitoring and reporting mechanism are specified by RVPN.
- 5) in collaboration with other companies provided these companies undertake projects or programmes or CSR activities in such a manner that the CSR Committees of respective companies are in a position to report separately on such projects or programmes or activities in accordance with the Companies (Corporate Social Responsibility) Rules, 2014.
- 6) RVPN may build CSR capacities of their own personnel as well as those of their implementing agencies through Institutions with established track records of at least three financial years but such expenditure including expenditure on administrative overheads shall not exceed five percent of total CSR expenditure of RVPN in one financial year.

- 7) The progress of all CSR Projects, including the spending thereon, shall be periodically reviewed by the CSR Committee.

7. Administrative Set-Up

- 1) CSR department may be constituted in the Company for effective and efficient planning, execution, implementation, monitoring, controlling and reporting of CSR Projects / Programmes / Activities in accordance with the directions of the CSR Committee; and, will be responsible for all matters relating to the CSR Policy of the Company and will provide necessary compliances to the Board through CSR Committee.
- 2) A Nodal Officer may be nominated by the Chairman & Managing Director, for co-ordinating the overall CSR activities and for the effective implementation of the CSR Policy.
- 3) The CSR Department may work singly or in partnership with any eligible trust(s), NGO(s) or other Organisation(s) as approved by the CSR Committee.
- 4) The Nodal Officer will prepare the Annual Plan of CSR activities and Budget for next financial year and shall get it approved by the CSR Committee and the Board.

8. Modalities, Assessment and Monitoring Process of CSR Activities

8.1 Modalities

- 1) All projects or programmes or activities including expenditure thereof relating to CSR activities will be approved by the Board of Directors on the recommendations of the CSR Committee.
- 2) Proposal for all the projects or programmes or activities relating to CSR will be prepared enumerating components of utilization of funds with schedule thereof and implementation schedule.
- 3) In case funds are allocated from the annual CSR budget for executing projects or programmes or activities through entities covered under Clause – 6 (4), a Memorandum of Understanding (MoU) and other legal documents to safeguard the interest of the Company shall be signed with the implementing / coordinating agency duly selected and will be executed by authorized representative of such entity and authorized officer of RVPN. The MoU will inter alia spell out terms and conditions for utilization of the CSR funds so allocated.

8.2 Assessment of Projects

The following parameters will be taken into account while assessing any project or programme or activity for support:

- 1) Proposal which directly or indirectly support energy conservation.
- 2) Project relating to Renewable Energy initiatives.
- 3) Project supporting innovative delivery systems/approaches.
- 4) Proposal supporting skill development and employment generation.
- 5) Proposal which support development of backward/tribal regions, rural areas and urban slums in the state.
- 6) Project with clear and measurable outcomes/deliverables.
- 7) Project where matching funds up to 20% are committed by the agency/beneficiaries.
- 8) Proposal in which implementation period is one year.

8.3 Monitoring Mechanism

- 1) Monitoring of projects or programmes or activities relating to CSR will be project-wise or programme-wise as the case may be and benchmarked to the respective implementation schedule and funds utilization schedule.
- 2) Impact Assessment will be done for the projects undertaken in CSR and a threshold monetary limit will be decided, as to above which limit this Impact Assessment is required to be done by the External agencies or Internal Impact Assessment Committee formed/nominated by the CSR Committee.
- 3) Project-wise or programme-wise progress/status reports and/or funds utilization certificates will be obtained, as per requirement.
- 4) Monitoring Mechanism may include visits and/or meeting with the implementing agencies.
- 5) It will be the sole discretion of the CSR Committee:
 - (i) to withdraw/cancel CSR allocation relating to any project or programme or activity, fully or partially; and/or
 - (ii) recall unutilized amount relating to any project or programme or activity, fully or partially, with or without assigning any reason(s) thereof.

9. Reporting of CSR Activities

- 1) Significant CSR activities and achievements will be reported as part of the Board's Report in the Annual Report of RVPN as per the prescribed format under the Companies (Corporate Social Responsibility Policy), Rules, 2014, annexed herewith as Annexure - II and also as per statutory and regulatory reporting requirements, if any.
- 2) In the Board's Report a responsibility statement of the CSR Committee that the implementation and monitoring of CSR Policy is in compliance with CSR Policy and Objectives of the Company shall be included.
- 3) Quarterly report shall be sent to the CSR Committee detailing the activities undertaken and progress made.

Annexure - I**a) Thrust Areas of RVPN for undertaking CSR Projects or Programmes or Activities**

Sr. No.	Thrust Areas of RVPN
(i)	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 the promotion of sanitation and making available safe drinking water;
(ii)	promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects;
(iii)	promoting gender equality, empowering women, setting up homes and hostels for women and orphans; and measures for reducing inequalities faced by socially and economically backward groups;
(iv)	ensuring environmental sustainability by including inter alia proposals which directly or indirectly support energy conservation and Projects relating to Renewable Energy initiatives; 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' setup by the Central Government for rejuvenation of river Ganga;
(v)	Contribution to the Prime Minister's National Relief 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;
(vi)	Rural development projects.
(vii)	Slum area development.

b) Provisions of Schedule VII

Sr. No.	Major Activities of Schedule VII, Section 135 of Companies Act, 2013 (Notification dated 27.2.2014).
(i)	eradicating hunger, poverty and malnutrition, promoting health care including preventive health care and sanitation including contribution to the 'Swach Bharat Kosh' set-up by the Central Government for the promotion of sanitation and making available safe drinking water;
(ii)	promoting education, including special education and employment enhancing vocation skills especially among children, women, elderly, and the differently abled and livelihood enhancement projects;
(iii)	promoting gender equality, empowering women, setting up homes and hostels for women and orphans; setting up old age homes, day care centres and such other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups;
(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 including contribution to the 'Clean Ganga Fund' setup by the Central Government for rejuvenation of river Ganga;
(v)	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;
(vi)	measures for the benefit of armed forces veterans, war widows and their dependents;
(vii)	training to promote rural sports, nationally recognised sports, paralympic sports and Olympic sports;
(viii)	Contribution to the Prime Minister's National Relief 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;
(ix)	contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government
(x)	Rural development projects.
(xi)	Slum area development. Explanation: For the purposes of this item, the term '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.

Annexure -II

Format for the Annual Report on CSR Activities to be included in the Board's Report

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 or programs.	
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 programs (1) Local area or other (2) Specify the State and district where projects or programs was undertaken	Amount outlay (budget) project or programs wise	Amount spent on the projects or programs Sub – heads: (1) Direct expenditure on projects or programs (2) Overheads]	Cumulative expenditure upto to the reporting period	Amount spent : Direct or through implementing agency*
1.							
2.							
	Total						

*Give details of implementing agency.

- In case the Company has failed to spend the two per cent 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 its Board report.
- 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 Officers 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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