

ANNUAL ACTION PLAN: 2024-25

1. The annual action plan is proposed in line with the CSR policy of the company, the statutory provisions under the CSR rules and the guidelines issued by the Department of Public Enterprises.

2. Categorization of projects:

As per the CSR policy of the company, for administrative convenience, the Company will continue to operate the projects under the categories of Minor projects, which are urgent in nature having value of INR 10 Lakhs or less with the approval of C&MD, limited to 10% of total spending. All other projects will be continued to be categorized under Major category.

3. Administrative OH

5% will be earmarked towards Administrative OH, as per rule, which will include the salary, expenditure on training and Travel by CSR staff working in the Department.

4. Impact Assessment

As per the revised CSR rules of the Ministry of Corporate Affairs, impact assessment of projects valuing more than 1.00 crores for companies have an Annual CSR budget of Rs.10 Crores is mandatory. A Company undertaking impact assessment may book the expenditure towards Corporate Social Responsibility for that financial year, which shall not exceed five percent of the total CSR expenditure for that financial year or fifty lakh rupees, whichever is less.

Company proposes to undertake impact assessment of Project – Vivekatheertham – completed in the year 2022-23

Sl No	Name of project & agency	Name of agency to undertake impact assessment
1	Vivekatheertham – Human excellence centre, at New Town, Kolkata – Project executed by Sri Ramakrishna Mission Belur Mutt, Howrah at a total project cost of Rs.120 lakhs	School of Management Sciences, Cochin University of Science & Technology(CUSAT)

Executive Committee will finalise the fees to be paid to the university, within the rules, after consultation.

- 5. Theme for the year:** Towards creation of assets in line with national priorities/ needs of the society, the Department of Public Enterprises publishes themes to be adopted each year by the CPSEs. DPE vide notification No.8/2/2018-Dir(CSR) dated 15 Mar 2024 has announced “Health and Nutrition” as the common theme to be adopted by the CPSEs for CSR activities.

CSL will continue to extend priority to aspirational district – Wayanad and Aspirational Blocks wherever possible.

6. CSR budget for 2024-25

The CSR budget for the year 2024-25 is worked out as per the rules reckoning the Profit Before Tax for the past three years viz. 2021-22, 2022-23 and 2023-24. As per the calculation, the total CSR budget after setting off of Rs.1.70 Crores which spent in excess of the budget for the year 2023-24, as approved by D(F), works out to Rs.13.88 Crores.

The details of the workings are given below:

PBT YEAR 2021-22	Rs.794.39 Crs
PBT YEAR 2022-23	Rs.448.51 Crs
PBT YEAR 2023-24	Rs.1093.62 Crs
TOTAL PBT	Rs.2336.52 Crs
AVERGE PBT FOR THREE YEARS	Rs.778.84 Crs
2% OF AVERAGE PBT FOR 3 YEARS	Rs.15.58 Crs
Amount proposed to be set off in the succeeding financial year (excess spent in 2023-24)	Rs.1.70 Crs
Budget for 2024-25	Rs.13.88 Crs

7. CSR management

The company will continue the 3 tier system of CSR management - The CSR Executive committee, The CSR committee of the Board and the Board. Till the new CSR committee of the Board is constituted, the CSR

Executive committee will report directly to the Board after obtaining approval from the C&MD.

The Head CSR and his team consisting of CSR professionals will identify, execute and report.

8. Project selection:

- (a) All applications/ requests/ proposals for CSR support/projects from various sources, received at CSR Cell shall be recorded in a register and a serial number is assigned.
- (b) A statement of the proposals received, complete in all respects will be prepared in spreadsheet and this will be presented to the Executive Committee from time to time for preliminary selection.
- (c) As per policy, preliminary selection of projects happens at the Executive Committee Level (Below Board Level).
- (d) The Executive Committee meeting shall meet regularly to identify and review progress of projects, payment status and suggest recommendation / rejection of new applications as presented to them, based on budget availability.

9. Project Execution

The company will commence each project with an agreement in place between the company and the executing agency, as has been done, which will have in it the budget, timelines, roles and responsibilities of either parties and payment terms.

10. Project Management

The CSR team will work in partnership with the concerned NGO or the implementing / executing agency to complete the project in a time bound manner. The CSR team, in addition to closely monitoring the project, will actively participate in external activities like baseline survey and impact assessment activities. Participation by the officers and employees will also be ensured in the CSR activities.

11. Projects for 2024-25

The Executive committee will identify and recommend the projects for consideration and recommendation by the CSR committee of the Board during the course of the year.

12. Reporting

The Head CSR would be responsible for reporting the information in the prescribed formats in the Annual report and to the government and statutory authorities, as per the requirements.

As the company is taking up projects round the year, the company will publish the list of projects taken up on quarterly basis.
