

माझगांव डॉक शिपबिल्डर्स लिमिटेड
MAZAGON DOCK SHIPBUILDERS LIMITED
अध्यक्ष एवं प्रबंध निदेशक का ज्ञापन
CHAIRMAN & MANAGING DIRECTOR'S MEMORANDUM
सीएच CH/87/2020

ALL EXECUTIVES
सभी अधिकारीयो

Sub: Amendments to the CSR & Sustainability Policy

The Board in its meeting held on 17 June 2019 has approved following amendments to the Corporate Social Responsibility & Sustainability Policy promulgated vide CH/26/2015 dated 17 Feb 2015:

Cl. No.	Existing	Amended
4.2	Company: Mazagon Dock Limited.	Company: Mazagon Dock Shipbuilders Limited.
4.7	MDL: Mazagon Dock Ltd shall be referred to as the Company.	MDL: Mazagon Dock Shipbuilders Limited shall be referred to as the Company.
5.1	5.1 Eradicating Hunger, Poverty and Malnutrition: 5.1.1 Provision for food, nutrition supplement, clothes etc. for the poor & other deprived sections of the society. 5.1.2 Supporting nutrition in anganwadi centres and building capacities of anganwadi workers to this effect. 5.1.3 Provision of Shelter for homeless.	5.1 Eradicating Hunger, Poverty and Malnutrition: 5.1.1 Provision for food, nutrition supplement, clothes etc. for the poor & other deprived sections of the society. 5.1.2 Supporting nutrition in anganwadi centres and building capacities of anganwadi workers to this effect. 5.1.3 Provision of Shelter for homeless. 5.1.4 Livelihood enhancement activities.
5.3	5.3 Promoting education, including special education and Vocational training especially among children, women, elderly and the differently abled including: 5.3.1 Non formal education programs. 5.3.2 Supporting schools with infrastructure like benches, toilets, potable water, fans etc.	5.3 Promoting education, including special education and Vocational training especially among children, women, elderly and the differently abled including: 5.3.1 supporting education programmes. 5.3.2 Supporting schools with infrastructure like benches, toilets, potable water, fans etc.

	<p>5.3.3 Supporting other educational institutions, special education schools.</p> <p>5.3.4 Improving education facilities in general.</p> <p>5.3.5 Supporting children for higher education.</p> <p>5.3.6 Providing vocational training.</p>	<p>5.3.3 Supporting other educational institutions, special education schools.</p> <p>5.3.4 Improving education facilities in general.</p> <p>5.3.5 Supporting children for higher education.</p> <p>5.3.6 Providing vocational training.</p>
6.3.3	<p>6.3.3 The following executives are authorised to sign MoU:</p> <ul style="list-style-type: none"> • D (CP&P): Above Rs 50 Lakh • HoD(HR)/HoD(HR&A): Between Rs 5 to 50 Lakh • Head CSR Cell: Upto Rs 5 Lakh 	<p>6.3.3 Head – CSR is authorized to sign all the MoUs with the implementing agencies after approval of Competent Authority.</p>
9.2.1	<p>9.2.1 Not less than 60% of the CSR and Sustainability Budget shall be allocated for activities in the project mode. The company shall endeavour to undertake CSR projects/ activities in the local area within the budgetary ceiling of 60% and remaining 40% shall be spent in other areas. Competent Authority has the discretion to swap the budgetary allocation depending upon the requirements.</p>	<p>9.2.1 Not less than 60% of the CSR and Sustainability Budget shall be allocated for activities in the project mode. The company shall endeavour to undertake CSR projects/ activities in the local area within the budgetary ceiling of 60% and remaining 40% shall be spent in other areas. Competent Authority has the discretion to alter/ re-appropriate the budgetary allocation depending upon the requirements and government directives.</p>
10.1	<p>With the report and approval of the CSR and Sustainability Working Committee, advance can be paid to the Implementing Agency after certified expenditure status from the said agency. The certificate should be backed by copies of invoices / receipts relevant to the project for which funding has been done by the Company.</p>	<p>With the report and approval of the CSR and Sustainability Working Committee, advance can be paid to the Implementing Agency after certified expenditure status from the said agency. The certificate should be backed by copies of CA Certified Utilization Certificate/ Expenditure Statement or invoices / receipts relevant to the project for which funding has been done by the Company.</p>
10.3	<p>Implementer should have Registration certificate under Trust/ Societies under Section 8 of the Companies Act 2013.</p>	<p>Implementer should have Registration certificate under Trust/ Societies/ Section 8 of Companies Act 2013 or any other entity.</p>

10.4		Only for projects directly executed by MDL, CSR Activities may also be undertaken by MDL through a contract entered with any other entity, after following normal commercial process of CSR.
12.	<u>Evaluation Process:</u> CSR and Sustainability Projects are to be evaluated by an independent external agency. This evaluation should both be concurrent and final. The Company may appoint a Social Audit Firm to critically assess the fulfilment of CSR and Sustainability obligations of the Company.	<u>Evaluation Process:</u> CSR and Sustainability Projects, particularly having value more than Rs 25 Lakhs & above, are to be evaluated by an independent external agency. The Company may appoint an independent firm/ agency to critically assess the fulfilment of CSR and Sustainability obligations of the Company.

Clause No. 11: Approval of Expenditure :

As per existing policy: Approval of Expenditure including stage/ part payment related to approved CSR projects, programs and activity will be governed in the following manner:

Sr. No.	Financial Limit	Competent Authority	Financial Concurrence
1	Above Rs 50 lac in each case	CMD	D(F)
2	Rs. 5 lac to Rs. 50 lac in each case, subject to the ceiling of Rs. 100 lac per annum	D (CP&P)	ED(F)
3	Upto Rs. 5 lac in each case, subject to the ceiling of Rs. 20 lac per annum	HoD (HR)	PE (Finance – HR & Admin)

The clause No. 11 to be read as: Approval of Expenditure including stage/ part payment related to approved CSR projects, programs and activity will be governed in the following manner:

Sr. No.	Financial Limit	Competent Authority	Financial Concurrence
1	Above Rs.50 lac in each case	CMD	D(F)
2	Rs 5 lac to Rs 50 lac in each case subject to the ceiling of Rs 500 lac.	D (CP&P)	ED(F)
3	Rs 5 lac in each case subject to the ceiling of Rs 100 lac.	HoD(CSR)	PE (Finance – HR & Admin)

2. The above amendments shall come into force with effect from the date of approval by the Board i.e. 17 June 2019.
3. All other provisions of the policy shall remain unchanged.


अध्यक्ष एवं प्रबंध निदेशक
CHAIRMAN & MANAGING DIRECTOR

मुंबई Mumbai-400 010

12 अगस्त Aug 2020

Copy to:
निदेशक गण DIRECTORS
मुसअ CVO