

**Policy for the implementation of
Corporate Social Responsibility (CSR)
activities associated with School
Education & Sports Department**

**Government of Maharashtra
School Education and Sports Department
Government Resolution No.: TCM-2013/(162/2013)/Training**

Mantralaya Annex, Mumbai- 400 032.

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PREAMBLE

Corporate Social Responsibility (CSR) comprises of the efforts and commitment made by businesses to contribute to economic and social development of the local community and society at large. Through CSR initiatives, companies provide voluntary support to address various social, environmental and economic issues related to their business operations and /or the needs of the local community needs. Educations, being a key driver for economic and social upliftment of communities, many companies are motivated to support educational initiatives through various 'school related' CSR activities.

1.1 In Maharashtra, different companies are supporting a variety of CSR activities with a focus towards improving access and quality of education in schools. In parallel, School Education and Sports Department, Government of Maharashtra is focused on improving the school management system and the learning outcomes in schools by implementing reforms through programs at all levels. The efforts of the corporate sector are complementary to the overall functioning of the department and the corporates are willing to continue supporting the department. However there is a need to create a framework to support the corporate efforts and channelize them so that they get adequate support from the government's side and their contributions adds to the objectives of the government in general. The provision regarding CSR in the New Companies Act, 2013 have brought with in its ambit all the companies with at least Rs 5 crores net profit or Rs 1000 cr. turn over or Rs 500 crores net worth making its mandatory for them to spend 2 % of their three years average net profit on CSR activities. This presents a big opportunity for the department to seek CSR funding, thus further accentuating the need to have a full-fledged CSR policy.

RESOLUTION

Objective

The objective of this policy is to facilitate, co-ordinate and monitor Corporate Social Responsibility (CSR) support and activities in Maharashtra in the field of School Education.

2. Single Window Approach

In order to facilitate and streamline the proposed CSR activities from the corporate fraternity, the department has decided to have single window approach. The single

window approach for corporates will be supported by a three Tier Structure from department's side to ensure smooth approval and facilitation process for all CSR activities. The three Tier structure would comprise of a State Level CSR Steering Committee, Commissionerate Level CSR Committee and a Divisional Level CSR Committee. These committees will function as a single window for the corporates to initiate any CSR activity at appropriate levels.

2.1 The department also intends to subsequently form a Section 25 company which may absorb the CSR Committees or support its functioning by providing all required assistance to the corporate bodies and monitor their progress as far as CSR activities are concerned.

3. State level CSR Steering Committee: Role and Responsibilities

Department will create a 'State CSR Steering Committee' with the specified roles and responsibilities as described below. This steering committee will facilitate action planning, decision making and resolution of issues to improve the execution of CSR support for school education in the State. The State CSR Steering Committee shall empower the relevant Directorates, District/Block Education Officers, Extension Officers, Cluster Heads, and other relevant enablers in the school education system to manage the implementation of CSR initiatives while providing linkages to the overall approach to improvement in school education. The CSR steering committee shall also define roles and responsibilities for all the above mentioned officials pertaining to selection, implementation and monitoring of the approved CSR activities.

4. Composition

The State CSR Steering Committee will be chaired by The Secretary, School Education Department and will consist of members from inside and outside the Govt. External members of the steering committee will be nominated in consultation with subject experts and stakeholders.

4.1 Following is the composition of State CSR Steering Committee:-

S.NO	Designation	
1	Secretary, School Education and Sports Department	Chairman
2	Commissioner, Education	Member
3	Commissioner, Sports	Member
4	State Project Director MPSP	Member
5	Members from Chamber of Commerce & Industry	Member
6	Members from Civil Society, NGOs and Educational Experts	Member
7	Deputy Secretary (Training)	Member Secretary

4.2 Key Functions

The functions of the steering committee shall include:

- a. To create a framework for management and facilitation of school related CSR activities
- b. To evaluate and approve requests for CSR activities by reviewing the need/issues addressed as well as the proposed plan, timelines, and projected

outcomes

- c. To facilitate execution of the CSR activities by connecting to the relevant directorates, District/Block Education Officer, Extension Officer, Cluster Head, and other relevant enablers in the School Education System
- d. To monitor and support the execution and completion of CSR activities.
- e. To develop and implement actions to enable sustainability of implemented CSR activities.
- f. To gather and maintain appropriate reports highlighting the baseline, midline and end-line metrics for due implementation of the CSR activities.
- g. To propose and initiate request for CSR support to augment initiatives undertaken by the School Education and Sports Department.
- h. To release “request for support” proposal to various companies who have expressed interest in supporting education related initiatives
- i. To channel CSR support to mitigate funding gaps for specified School Education and Sports Department initiatives
- j. To provide report on a periodic basis on the progress of specified initiatives implemented by the School Education and Sports Department funded (partially or in full) by CSR support
- k. To publish information regarding requirements for infrastructure or other support at various schools (by district, block, cluster)
- l. To facilitate matching of CSR interest and need at the community/local level
- m. To enable planning and execution of interventions based on needs identified by relevant district, block and cluster level officers of the School Education and Sports Department
- n. To support in identifying relevant implementation/execution partners with relevant skills and capabilities required (such as NGOs, contractors, education experts, trainers, etc.)
- o. To share best practices of successful CSR initiatives from within and outside of the State

5. Commissionerate Level CSR Committee

The CSR Committee at the level of Commissionerate shall be formed in order to facilitate and monitor all the CSR activities being carried out under various District Committees.

5.1 Following is the Composition of Commissionerate Level CSR Committee

1	Commissioner, Education	Chairman
2	Commissioner Sports	Co- Chairman
3	Director of Primary Education,	Member
4	Director of Secondary & Higher Secondary	Member
5	Director of S.C.E.R.T.	Member
6	Chairman S.S.C. Board	Member
7	Representatives from S.S.A. and R.M.S.A.	Member
8	Joint Director Sports	Member
9	Members from Chamber of Commerce & Industry	Member
10	Joint Director, Administration, Budget & Planning	Member Secretary

5.2 Key Functions

The Committee shall perform following functions:

- a) Collation of requirements at district level and either fulfil the requirements through CSR initiatives at its own level or pass on the State Committee if required.
- b) To monitor and approve all the time bound plans created by district committees.
- c) Collation of information about various corporates who are keen to do CSR activities in all the divisions and districts and report the same to the state level committee
- d) Monitoring implementation of CSR activities and provide information to State Steering Committee on regular basis.
- e) Provide all necessary approvals to the corporates directly or through the District Committees for carrying out CSR activities in schools.

6. District CSR Committee

The District CSR Committee shall be responsible for overseeing the coordination and implementation of CSR activities at the district level. It will also act as first level of contact for all corporate bodies who wish to carry out CSR activities in the districts their contact details would be uploaded on the CSR Webpage of the Department's portal against their respective and districts.

6.1 Following is the Composition of District Level CSR Committee

1	Chief Executive officer, Zillah Parishad	Chairman
2	Education Officer (Primary)	Member
3	Education Officer (Nirantar)	Member
4	Education Officer Secondary & Higher Secondary	Member
5	District Sports officer	Member
6	Members from Chamber of Commerce & Industry	Member
7	Principal D.I.E.T.	Member Secretary

6.2 Key Functions

The functions of the District Level committee shall include:

- a) Responsible for publishing information regarding the requirements at various schools in its districts in the CSR portal and process the same for approval to the Commissionerate Level Steering Committee.
- b) It shall be the responsibility of the district committee to form a time bound plan for the implementation of the sanctioned works.
- c) Shall be responsible to collate the information about various corporates who are keen to do CSR activities and report the same to the Commissionerate level committee

- d) Monitor implementation of CSR activities and provide information to Commissionerate Steering Committee on regular basis.

7. Educational projects proposed under CSR

The CSR activities which will be supported by these committees are broadly divided into following three categories. However, the list is only illustrative and not exhaustive. The respective CSR committees shall have the discretion to choose any activity in overall consonance with the illustrative list.

7.1 Infrastructure and School Development

- a) Improvement in infrastructure requirements of schools -Toilets, drinking water facilities, boundary wall, ramps, electrical and civil maintenance of class rooms, playgrounds etc.
- b) Setting up of Computer labs and IT facilities
- c) Setting up of Science labs, Math Labs and Language Labs in schools
- d) Equipping schools with e-learning tools such as interactive projectors, VCRs, Digital Content, etc.
- e) Setting up vocational training facilities.
- f) Adapting schools especially in rural and remote areas.

7.2 Student Development

- a) Enrichment programmes for outstanding students
- b) Remedial teaching programmes for children with learning deficiencies
- c) Incentivized learning programme for low performing students
- d) Health awareness programmes and health camps for school children
- e) Excursions, study tours or exposure visit to institutes of education and learning in India and abroad.
- f) Equipment's and Aids to children with special needs.

7.3 Capability Building of Teachers, School Management and State Institutes

- a) Strengthening the State level training institute (SCERT)
- b) Strengthening of District level training institutes (DIETs)
- c) Provision of Training facilities and logistic arrangements
- d) Audio visual contents and use of information technology for training
- e) Assistance in implementation of proper evaluation, monitoring and feedback system in various government programmes.

8. However during any of the CSR activities following should be taken into consideration:

- a) No land or any other assets will be transferred to the company carrying out CSR activities.
- b) Department would not be responsible for any kind of liabilities of the company undertakings activities.
- c) As per the need, there shall be a Project Management Team which would provide project management support & monitor the Projects through effective use of I.T. based monitoring mechanism.

This Government resolution of Maharashtra Government is available at the website www.maharashtra.gov.in. Reference no. for this is 201406091202414521 this order has been signed digitally.

By order and in the name of the Governor of Maharashtra.

(R.V.Phansekar)

Under Secretary, Government of Maharashtra

Copy forwarded to: Principal Secretary to the Hon'ble Chief Minister of Maharashtra

1. Private Secretary to the Hon'ble Deputy Chief Minister of Maharashtra
2. Private Secretary to the Hon'ble Minister School Education & Sports Department
3. Private Secretary to the Hon'ble State Minister School Education & Sports Department
4. Private Secretary to the Hon'ble Chief Secretary Government of Maharashtra
5. Commissioner Education Pune
6. Commissioner Sports Pune
7. Director(Primary) Maharashtra State Pune
8. Director Secondary and Higher Secondary Maharashtra State Pune
9. Director SCERT Maharashtra State Pune
10. SPD, Maharashtra Prathmik Shikshan Parishad
11. All Deputy Director Education
12. All Education Officers
13. All Principal DIET
14. All CEO Zillah Parishad
15. All Joint Director,/ Deputy Director Regional Offices of All Directorates (through related Directorate)
16. All joint Secretaries/ Deputy Secretaries, School Education and Sports Department
17. All desks, School Education and Sports Department
18. Select File-Training