



UTILITY POWERTECH LIMITED (UPL)

(A JOINT VENTURE OF NTPC LTD. & RELIANCE INFRASTRUCTURE LTD.)

CORPORATE SOCIAL RESPONSIBILITY (CSR) POLICY of UPL

(Approved by the Board on 11/02/2015)

CORPORATE OFFICE:

UPL HOUSE

W-24, SECTOR-11,

NOIDA – 201301 UTTAR PRADESH

REGISTERED OFFICE:

H BLOCK, 1ST FLOOR,

DHIRUBHAI AMBANI KNOWLEDGE CITY,

THANE BELAPUR ROAD,

NAVI MUMBAI – 400710 MAHARASHTRA

CIN NO. U45207MH1995PLC094719

INDEX

1. *PREAMBLE*

2. *CONCEPT, SCOPE & OBJECTIVES*

3. *INSTITUTIONAL SET – UP*

4. *PLANNING & IDENTIFICATION OF PROGRAMMES*

5. *BUDGET & FUND ALLOCATION*

6. *IMPLEMENTATION*

7. *MONITORING*

8. *REPORTING*

1. PREAMBLE

The UTILITY POWERTECH LIMITED (UPL) was incorporated under the Companies Act, 1956 on 23rd November 1995 and is promoted by NTPC Limited and Reliance Infrastructure Limited. The UPL endeavours to supplement the efforts for quicker and greater progress in the realm of power sector with low cost of various works related to Operation & Maintenance, Erection, Testing & Commissioning Projects, Rural Electrification, Construction works, Non – Conventional Projects, Renovation & Modernization Services, Remnant Life Assessment (RLA) for Power Plant, Boilers & Auxiliaries etc. in the axis on supply material, machinery and manpower.

*The UTILITY POWERTECH LIMITED has a **Vision:***

“TO BE THE BEST SERVICE PROVIDER FOR POWER SECTOR AND UTILITIES”.

The UTILITY POWERTECH LIMITED has set to actualize this above

Vision** under the following **Mission:

“TO ACT AS A FACILITATOR TO PROVIDE BASIC & VALUE ADDED SERVICES FOR THE SUSTAINED GROWTH OF POWER AND OTHER INFRA STRUCTURAL SECTOR”.

The UTILITY POWERTECH LIMITED works upon its following

Core Value:

**Customer Satisfaction*

**Quality service and speed*

1.1. The UTILITY POWERTECH LIMITED further resolves to contribute towards sustainable power development by discharging Corporate Social Responsibility (CSR) that would positively impact its customers, employees, stakeholders, communities and the environment in various aspects of its operations.

1.2. Corporate Social Responsibility is a company's commitment to operate in an economically, socially and environmentally sustainable manner, while recognizing the interests of its stake holders.

2. CONCEPT, SCOPE AND OBJECTIVES

2.1. CONCEPT

The UTILITY POWERTECH LIMITED shall strive to improve the quality of life of the people through CSR activities at Corporate Office / Head Office and / or Operating Stations level.

2.2. SCOPE

The UTILITY POWERTECH LIMITED shall endeavour to contribute to sustainable development including sanitation & public health, education, infrastructural development, skill development and the welfare of society.

2.3. OBJECTIVES

The UTILITY POWERTECH LIMITED objectives shall integrate social goals, closely linked with the practice of sustainable development and this shall be in conformity with the corporate and business plan of the UPL.

3. INSTITUTIONAL SET – UP

3.1. Internal Organizational Structure

The following Two Tier structure would be responsible for implementing CSR activities:

- *Corporate Office / Head Office*
- *Operating Station / Site*

3.1.1. Corporate Office / Head Office

The CSR official at Corporate Office / Head Office would be responsible for policy matters, reports and finalizing CSR activities related to the Operating Station / Site, and also responsible for approval of the targeted activities along with facilitating the process of allocations of funds to the Operating Station / Site. The monitoring would also be the responsibility of the Corporate Office / Head Office.

3.1.2. Operating Station / Site

The Head of the Operating Station / Site would be responsible for selection of the activities, implementation, monitoring and reporting on the physical and financial progress.

4. PLANNING AND IDENTIFICATION OF PROGRAMME

PLANNING

- 4.1. The planning for Corporate Social Responsibility shall start with the identification of the activities / projects to be undertaken.*
- 4.2. Corporate Social Responsibility activities / projects shall be undertaken in the periphery of Operating Station / Site as far as possible.*
- 4.3. The business plan under CSR shall be integrated with the social and environment concerns related to the business of the Company.*

IDENTIFICATION OF PROGRAMMES

- 4.4. This would be preferred indicative list of CSR programmes to be undertaken, this indicative list shall be changed in view of new guidelines from time to time.*

It so as follows:

1. *Activities Supporting Eradicating hunger, poverty and malnutrition*
2. *Promoting preventive health care and sanitation*
3. *Making available safe drinking water*
4. *Promoting education, including special education*
5. *Employment enhancing vocation skills especially among children, women, elderly, and the differently abled*
6. *Livelihood enhancement projects*
7. *Promoting gender equality*
8. *Empowering women*
9. *Setting up homes and hostels for women and orphans*
10. *Setting up old age homes*
11. *Setting up Day care centers*

12. *Any other facilities for senior citizens and measures for reducing inequalities faced by socially and economically backward groups*
13. *Ensuring environmental sustainability, ecological balance*
14. *Ensuring protection of flora and fauna*
15. *Ensuring animal welfare*
16. *Ensuring agroforestry*
17. *Ensuring conservation of natural resources and maintaining quality of soil, air and water.*
18. *Protection of national heritage, art and culture including restoration of buildings and sites of historical importance and works of art*
19. *Setting up public libraries*
20. *Promotion and development of traditional arts and handicrafts.*
21. *Measures for the benefit of armed forces veterans, war widows and their dependents*

22. Training to promote rural sports, nationally recognized sports, paralympic sports and Olympic sports

23. 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

24. Contributions or funds provided to technology incubators located within academic institutions which are approved by the Central Government

25. Rural development projects.

5. BUDGET AND FUND ALLOCATION

- 5.1. The budget allocation shall be planned under CSR budget on a yearly basis at Corporate Office / Head Office level.*

- 5.2. Fund would be allocated under identified budget head for Operating Stations on a yearly basis to undertake various CSR activities / programmes. This fund allocation would be on the basis of identified CSR activities / programmes by the Operating Stations and / or Corporate Office.*

6. IMPLEMENTATION

- 6.1. *Corporate Social Responsibilities activities / programmes would be implemented at the Operating Station by the UPL in consultation and participation of the various stakeholders.*
- 6.2. *CSR activities / programmes at other locations would be implemented by the Corporate Office / Head Office.*
- 6.3. *The Business Unit Head of UPL at Operating Station will be responsible for implementation of the CSR activities / programmes.*
- 6.4. *The CSR official will be responsible for implementation of the CSR activities / programmes at Corporate level.*

7. MONITORING

7.1. A Two Tier monitoring mechanism for the CSR activities would be developed at Operating Station and Corporate Office level.

7.2. The Business Unit Head at Operating Station will monitor the CSR activity and the CSR Official at Corporate level review the progress of stations and shall suggest suitable policy interventions, if any.

8. REPORTING

The Corporate CSR will compile and prepare an Annual Report which shall be based on monitoring reports collected from Operating Stations of the UTILITY POWERTECH LIMITED to be submitted to the Chief Executive Officer and / or the UPL Board.

*DR. M.K. THAKUR
HoD, CSR*