General Circular No 01/2015

F.No.05/09/2014-CSR
Government of India
Ministry of Corporate Affairs

5th floor, 'A' wing, Shastri Bhawan
Dr. R.P. Road, New Delhi – 110001.
Dated: 03.02.2015

OFFICE MEMORANDUM

Subject: Constitution of a High Level Committee to suggest measures for improved monitoring of the implementation of Corporate Social Responsibility policies by the companies under Section 135 of the Companies Act, 2013.

Undersigned has been directed to state that a High Level Committee has been constituted under the Chairmanship of Shri Anil Baijal, Former Secretary, Govt. of India to suggest measures for monitoring the progress of implementation of Corporate Social Responsibility (CSR) policies by companies at their level and by the Government under the provisions of Section 135 of the Companies Act, 2013 and Rules thereunder.

2. The composition of the High Level Committee is as under:

Sr.	Name	Role
i.	Shri Anil Baijal Former Secretary to Govt. of India	Chairperson
ii.	Prof. Deepak Nayyar Professor (Emeritus), Jawaharlal Nehru University, New Delhi	Member
iii.	Shri Onkar S Kanwar Chairman & Managing Director, Apollo Tyres Ltd.	Member
iv.	Shri Kiran Karnik Former President-NASSCOMM, New Delhi	Member
v.	Secretary, Department of Public Enterprises (Represented by an officer not below the rank of Joint Secretary)	Member
vi.	Additional Secretary (*) Ministry of Corporate Affairs	Member-Convener

(*) Economic Adviser, MCA will discharge the responsibility in the absence of Additional Secretary, MCA.

3. Terms of Reference of the Committee are as under:

(i) To recommend suitable methodologies for monitoring compliance of the provisions of Section 135 (Corporate Social Responsibility) of the Companies Act, 2013 by the companies covered thereunder.

(ii) To suggest measures to be recommended by the Government for adoption by the companies for systematic monitoring and evaluation of their own CSR initiatives.

(iii) To identify strategies for monitoring and evaluation of CSR initiatives through expert agencies and institutions to facilitate adequate feedback to the Government with regard to efficacy of CSR expenditure and quality of compliance by the companies.

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(iv) To examine if a different monitoring mechanism is warranted for Government Companies undertaking CSR, and if so to make suitable recommendations in this behalf.

(v) Any other matter incidental to the above or connected thereto.

4. The Committee shall submit its report within Six months from the date of holding of its first meeting.

5. Ministry of Corporate Affairs and Indian Institute of Corporate Affairs (IICA) shall jointly provide secretarial and technical support to the Committee. The Indian Institute of Corporate Affairs will render the necessary logistic support to the High Level Committee.

6. This issues with the approval of Hon'ble Union Minister for Corporate Affairs.

(Dr. Pankaj Srivastava)
Director
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To
1) Shri Anil Baijal, Former Secretary to Govt. of India, New Delhi
2) Prof. Deepak Nayyar, Professor (Emeritus), Jawaharlal Nehru University, New Delhi
3) Shri Kiran Karnik, Former President (NASSCOMM), New Delhi
4) Shri Onkar S Kanwar, Chairman & Managing Director, Apollo Tyres Ltd
5) Secretary, DPE, M/o Heavy Industries and Public Enterprises

Copy to:
1) DG & CEO, IICA for information and necessary action

Copy for information to:
1) PS to Hon'ble Minister of Corporate Affairs
2) PPS to Secretary/ PPS to Special Secretary, MCA
3) PS to JS(M)/JS (ADM)/JS(B)/ JS(SP)/EA/DII(NS)/DII(SBG)
4) All Regional Directors/ Registrar of Companies, MCA