



NIPM
KERALA CHAPTER
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BEST
CORPORATE
CITIZEN
AWARD 2017

NIPM Kerala Best Corporate Citizen Award – 2017

- Corporate Social Responsibility (CSR) movement in India has picked up momentum, particularly in the wake of implementation of Companies Act 2013 and Companies (Social Responsibility Policy) Rules 2014. For many companies who have statutorily come under the umbrella of CSR, way forward in this regard has become a challenge and a serious matter of concern for the people at the wheel house of the corporate team ship. At the same time there are sparks of CSR excellence sighted from good number of responsible corporate houses. Such sparks are guiding light for those companies whose CSR is still at the nascent stage. The good practices and works done by the companies in pursuit of making CSR a way of conducting their business need recognition, appreciation and encouragement and are to be showcased for emulation by others.
- The above sublime objective in mind, NIPM Kerala Chapter wishes to institute a befitting award called NIPM Kerala Best Corporate Citizen Award. The aim of the award is to identify and recognise the efforts of companies in integrating and internalizing Corporate Social Responsibility (CSR) into their core business operations. The award acknowledges efforts of the companies which engage in CSR in a strategic and systematic manner and integrate it with their overall corporate strategy.
- The award is open to all Companies registered or Head Quartered in Kerala.
- The 'NIPM Kerala Best Corporate Citizen Award' has the following three categories:
 - a. Category 1– For those companies with CSR Minimum Budget up to INR 50 Lakhs during FY 2016-17.
 - b. Category 2–For those companies with CSR Minimum Budget between INR 51 Lakhs and 99 Lakhs during FY 2016-17.
 - c. Category 3–For those companies with CSR Minimum Budget above INR 100 Lakhs during FY 2016-17.
- The zone of consideration for the award is limited to the CSR activities during in the FY 2016-17.
- **Application Fee:** Keeping the best tradition of being the pioneer or forerunner for any innovative professional practices, NIPM Kerala proposes to channelize the proceeds out of this CSR award scheme, towards a handholding pro-people project, more as a token of NIPM Social Responsibility Initiative than a routine fund raising exercise. Therefore this award provides not only an effective platform for the corporate world of Kerala to show case their good works to the civil society and to be recognized for their exemplary works but also to have an effective opportunity to partner with NIPM for undertaking a meaningful socially relevant project which is a permissible expenditure under CSR accounts. Interested companies may remit to NIPM the nomination cum processing fee for the award @ Rs 5000/- , Rs 7500/- and Rs 10000/- plus Service Tax at prevailing rate in respect of category-1, 2, and 3 respectively. We intend to provide financial support to those HIV + affected children for purchase of their life extension medicines and livelihood enhancement under our project banner called “**Jiyo aur Jinedo**” (Live and Let Live)

- **Mode of Payment:** Payment to be made along with Registration by way of a Cheque / DD favouring “National Institute of Personnel Management (Kerala Chapter) “ payable at Kochi.

The duly filled-in application form along with the relevant documents and nomination fee as applicable must reach National Institute of Personnel Management (Kerala Chapter), Mather Square, B-Block, 2nd Floor, Opp. Town Railway Station, Kochi – 682 018 on or before 10 June 2017.

- Award Assessment Process:

- a. The entries received from the companies will be thoroughly scrutinized by the NIPM CSR Jury who will shortlist companies, in each of three categories. The Jury will have the sole right and discretion to reject Entries which in their view do not meet the basic specified criteria. The decision of the NIPM CSR Jury shall be unchallengeable, final and binding on all parties concerned.
- b. Broad assessment criteria for the award would be but not confined to Institutionalization of CSR, Policy, Drivers of CSR, Leadership, Action plan, Implementation structure, Resources, Measurement, Evaluation and Monitoring, Impact Assessment, Documentation, Reporting & Disclosure, Understanding of stakeholders, HR & Labour practices, Environmental practices, Employee volunteering, Workforce diversity, Ethics, CSR budget, CSR actual spend etc.

- **The short listed Companies will be called to make a presentation for 20 minutes on 17th June 2017 at NIPM House and each team can have 3 members.** The Jury will interact with the teams for 10 minutes. The applicants may be asked during the period of evaluation to substantiate the claim made in the application form.
- Kindly note that the application form should be sent on behalf of the Company and not by the company initiated Foundation or Trust etc.
- The organizers accept no liability for any loss resulting from the disclosure of information concerning an entry, though all reasonable precautions will be taken to maintain secrecy.
- Checklist before forwarding the nomination for the award.
 - a. Executive Summary of the company's CSR Policy, Plan, CSR Budget, CSR Spend, Composition of the CSR Committee etc during the FY 2016-17 (Max. 4 Pages)
 - b. Company background
 - c. Application Form in the prescribed format attached.
 - d. Format for the annual report on CSR activities during the FY 2016-17 duly filled in and signed. (in accordance to the relevant format)
 - e. Web link to company's CSR link.
 - f. Documentaries, Reports, Publications on CSR, if any.
 - g. Crossed cheque or DD towards nomination fee for the award.

●	● Last date for Submission of Entries	10th June 2017
	● Presentation of Case Studies by short listed organizations at NIPM House, Mather square, Ernakulam North(Kochi-682 018)	17th June 2017 from 10.00 am onwards
	● Presentation of Awards to the Winners during NIPM Annual Day Celebrations & Award Nite at Gokulam Convention Centre, Kaloor, Ernakulam	30th June 2017 at 7.00 pm

National Institute of Personnel Management (NIPM)

NIPM, Head Quartered at Kolkata is the All India professional Body of HR Functionaries manning the Indian Industries in the length and breadth of the Country. NIPM is a Member of the International Industrial Relations Association, Geneva (IIRA), and the Asian Pacific Federation for Personnel Management (APFPM), which in turn is affiliated to the World Federation of Personnel Management Association (WFPMA).

NIPM Kerala Chapter, with more than 1200 Individual Members and 47 Institutional Members on rolls is one of the most vibrant Chapters of the Institute. NIPM Kerala Chapter has been regularly organizing Workshops & Training Programs as part of its Human Resources Development Endeavours. Kerala Chapter is also conducting “Enhanced Employability Certification Program” for Job Seekers and for Final Year Students at various B-Schools. Kerala Chapter is also conducting “Short Term Certificate Course on Labour Laws” & “Short Term Certificate Course on HR Skills” for practicing HR/IR Professionals/B School Students. NIPM Kerala Chapter has been adjudged as the Best Chapter among the 52 Chapters in the Country consecutively for many years and the last being 2015-2016.