



Institutional Social Responsibility

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1. Importance

An organisation survives, sustains and grows through the enormous contribution of large number of individuals drawn from the society at large. Success stories of organisations are a result of selfless contributions and devotion by many individuals. As a reciprocation of this selflessness, organisations are expected to give back to the society in multiples of what it has received from it. Over the last few years, the growing awareness towards sustainable development has ensured that organisations have proactively engaged in creating a positive difference to the society around it. This may be in the form of waste management to awareness of various social causes plaguing the society. Our institution has a thorough realisation of its social responsibility and leaves no opportunity to mark its imprint in the social welfare. This policy covers all activities that Mulund College of Commerce carries out in fulfilling this social responsibility.

2. Purpose and objectives

1. To plan and execute social welfare projects, initiatives and activities for the benefit of the individuals who are not the primary stakeholders of the college.
2. To engage with the stakeholders to address various social issues and to create platforms to execute action plans to address the issues.
3. To create structures within the college to implement the government schemes aimed at engaging college students towards social welfare activities.
4. To augment resources and forge partnerships for starting, sustaining and propelling social welfare issues.
5. To create opportunities for the stakeholders of the college to contribute towards the various social welfare activities.
6. To educate the youth in social issues in the community and organise sustained projects to ameliorate condition of the community.
7. To create a sustainable processes leading to green college.

3. Scope of the policy

The policy will be applicable to the activities conducted within the college campus as well as any facility used by the college temporarily such as Sports Complex, Auditorium, Camping/picnic sites etc. The policy will be applicable for all the actions and activities implemented and/or proposed to be implemented by the college.

4. Approval and effective date

This policy has been approved by standing committee of the college in its meeting on _____ and shall be effective from _____.

5. Rules, guidelines and regulations relevant to this policy

There are no specific regulations governing this policy. However, when any such rules, guidelines and regulations are made applicable by government, UGC or university authorities, the same will be factored here and the policy may be reviewed as required.

6. Key aspects of policy

6.1 Highlights

1. Access and accessibility of educational facilities offered by the college.
2. Creating a harmonious and welcoming environment or all strata of the society.
3. Waste Management within the college campus
4. Commitment towards sustainable development

6.2 Reporting Mechanism

The Committee shall submit a report to College Development Committee. The reporting format to be decided by the Committee as per the demands of the situation. A sub-committee may be formed to recommend reporting format.

Committees for policy implementation

7.1 Composition of Committee

- i) Principal (Chairperson)

ii) three teachers having knowledge of environment, law, administration, community service.

iii) One representative of stakeholders such as students, parents, alumni.

iv) One eminent expert having knowledge and experience of social service.

v) Invited members-

Director of Sports

In-charge Teacher of Students Council

N.S.S. Programme Officer (s)

Tenure of the Committee may be for a period of 2 years.

7.2 Frequency of meetings

At least four meetings during the academic year including at least two meetings during each half of the academic year.

7.3 Role and Responsibilities

The members of the committee may be assigned different roles and responsibilities by the Chairperson of the committee. Sub-committees having their specific Terms of References may be created including an expert person as per the requirement.

7. Impact of the policy on processes

The following processes of the college will factor in different aspects of Remedial Coaching Committee activities.

Processes	Scope of work
A1. Admission	1. Processes to accommodate requirements of disabled students 2. Payment of fees for economically challenged strata 3. Adherence to Government Rules and Regulations
A3. Delivery of academic content	1. Accommodating requirements of Divyang Students. 2. Understanding the needs to students from vernacular background 3. Policies for slow learners
A4: Attendance	1. Effective communication with students and parents 2. Policy for students with chronic ailments
B1. Examination	1. Communication of schedule of examination, results and revaluation

	2. Disposal of paper waste and E-waste
B3. Mentoring	1. Effective communication with mentees 2. Communication with parents and students
C1. Promotion of Research	1. Identifying the needs of researchers, teachers and students 2. Financial assistance to researchers, teachers and students
D1. Procurement & Maintenance	1. Procurement and maintenance of facilities to be divyang friendly. 2. Following ethical norms 3. Communication to the stakeholders in transparent manner
D2.. Library	1. Remote access to students 2. Making available resources to socially and economically challenged students
D3. Gymkhana	1. Access to divyang students 2. Creating safe and comfortable environment to girl students 3. Making facilities available equitably 4. Creating environment for promotion of physical and mental fitness
D6. Enabling accessibility for differently abled students	1. Access to divyang students 2. Procurement and maintenance of facilities to be disabled friendly.
D7. Cleanliness and Canteen	1. Adopting environment friendly means of encouraging cleanliness 2. Policies to make cleanliness as a lifestyle choice of students 3. Encouraging hygienic and healthy food habits amongst the students
E2. Students Mutual Aid Fund	1. Identifying the areas where economically challenged students may be provided assistance

	2. Equitable and just manner of providing assistance to the students in timely manner
E3. Career Guidance, Placement and Internship	<ol style="list-style-type: none"> 1. Promotion of 'Learn and Earn' scheme 2. Counselling and placement guidance to the students 3. Understanding the requirements of recruiters
E5. Promotion of Cultural activities and Dramatics	1. Promotion of art forms and cultural activities in stakeholders
E6. Scholarship and Prizes	<ol style="list-style-type: none"> 1. Identifying the areas where economically challenged students may be provided assistance 2. Rewarding needy teachers, researchers and students in timely manner
E7. Alumni Engagement	1. Creating environment for frequent engagements with the Alumni.
F6. Human Resource Mgmt. and Staff welfare	<ol style="list-style-type: none"> 1. Identifying staff welfare measures by the management and administration 2. Assistance for the staff in times of personal financial difficulties 3. Effective framework for physical and mental well-being of the staff
F4. Prevention of Sexual harassment	<ol style="list-style-type: none"> 1. Guidelines for preventing sexual harassment at work place 2. Effective communication to all the stakeholders
F7. Ease of working during pandemic situation	1. Creating a policy framework to include requirements of all the stakeholders