Pakistan Centre for Philanthropy

Corporate Social Responsibility Questionnaire

Pakistan Centre for Philanthropy (PCP) is conducting a study to gain a better understanding of corporate social responsibility practices in Pakistan.

Section A
General Information

Company Name  
Nature of Business\(^1\)  
Contact Person  
Phone number  
Email

Section B
Company CSR Policy Framework

1. Does your company follow the SECP CSR Voluntary Guidelines, 2013 for CSR related matters? ☐ Yes ☐ No
2. Does your company have a CSR policy approved by BoD? ☐ Yes ☐ No
3. If No, are you in the process of developing such a policy? ☐ Yes ☐ No
4. Is your company’s CSR policy incorporated into the company vision, code of ethics and business plan/strategy? ☐ Yes ☐ No
5. Does your company have a Board of Director level CSR committee? ☐ Yes ☐ No
6. Does your company consider the country’s development priorities/needs while developing its CSR policy? ☐ Yes ☐ No
7. Does your company hold regular education/orientation sessions for board members to develop adequate understanding and expertise of CSR for making informed decisions? ☐ Yes ☐ No
8. Does your company periodically review and change its CSR policy in line with best practices, economic situations, social implications and stakeholder trends that may impact the company? ☐ Yes ☐ No

CSR Priority Areas

1. Does your company's CSR policy clearly determine the priority areas? ☐ Yes ☐ No
2. What are the main priority areas? *(please select multiple options if needed)*

<table>
<thead>
<tr>
<th>Areas</th>
<th>Mode of CSR</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Community Investment</td>
<td>☐ Monetary</td>
</tr>
<tr>
<td>☐ Non-Monetary</td>
<td></td>
</tr>
</tbody>
</table>

\(^1\) Sector under which company is registered with PSX, for e.g. Oil & Gas, Cement, Banking, Fertilizer, Automobile, etc.

\(^2\) As laid down SECP CSR Voluntary Guidelines, 2013
Pakistan Centre for Philanthropy

☐ Governance ☐ Monetary ☐ Non-Monetary
☐ Product responsibility ☐ Monetary ☐ Non-Monetary
☐ Work life balance ☐ Monetary ☐ Non-Monetary
☐ Safety (risk, disaster management) ☐ Monetary ☐ Non-Monetary
☐ Climate Change ☐ Monetary ☐ Non-Monetary

3. What are the main areas of focus in community investment? (please select multiple options if needed)

<table>
<thead>
<tr>
<th>Thematic Area</th>
<th>% of CSR Spending</th>
</tr>
</thead>
<tbody>
<tr>
<td>☐ Health</td>
<td></td>
</tr>
<tr>
<td>☐ Education</td>
<td></td>
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<tr>
<td>(Formal/Technical/both)</td>
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<td>☐ Livelihood</td>
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<tr>
<td>☐ Safe drinking water</td>
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<td>☐ Youth Development</td>
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<td>☐ Poverty Alleviation</td>
<td></td>
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<tr>
<td>☐ Other (Please specify)</td>
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</tbody>
</table>

Mechanisms for Channeling CSR Spending

1. What is the method of allocation of CSR resources in your company?
   ☐ Predetermined (e.g., absolute amount/% of PBT), please specify _____________
   ☐ Decided on annual basis as per requirements

2. How much did your company spend on CSR/Corporate Philanthropy during the last reporting/financial year (2019)?
   PKR ____________________________

3. Does this include in-kind giving and time volunteered? ☐ Yes  ☐ No

4. If Yes, please specify
   a. In-Kind (PKR)____________________
   b. Time Volunteer (hrs) ______________

5. What proportion of CSR is spent on voluntary basis?
   a. Please specify the percentage______________________________

6. What proportion of your CSR is spent under some sector specific regulations/requirement? (Such as Petroleum Concession Agreements or other Fertilizer and Cement Sector Regulations)
   a. Please specify the regulation ______________________________
   b. Percentage of CSR Spending ________________________________

7. Which channel does your company use for spending CSR funds? (please select multiple options if needed)
   ☐ Own foundation or trust (PKR_______________)  ☐ Own CSR department (PKR_______________)
   ☐ Other NGOs (PKR_______________)  ☐ Government (PKR_______________)
   ☐ Other (please specify) ________________
1. Does your company follow any international guidelines on CSR reporting? (please select multiple options if needed)
   - [ ] Global Reporting Initiative (GRI Sustainability Reporting Standards)
   - [ ] The Organization for Economic Co-operation and Development (OECD Guidelines for Multinational Enterprises)
   - [ ] UN Global Compact
   - [ ] International Organization for Standardization (ISO 26000 Guidance on social responsibility)
   - [ ] The International Integrated Reporting Council (IIRC International Framework)
   - [ ] Other______________________________

2. How does your company report CSR activities on annual basis?
   - [ ] Included as part of Annual Report
   - [ ] Publish separate CSR Report

3. Does your company's CSR reporting include independent third party assurance/evaluation?
   - [ ] Yes  [ ] No

4. Does your company periodically monitor and evaluate CSR activities?  [ ] Yes  [ ] No

5. Does your company periodically assess the impact of CSR initiatives?  [ ] Yes  [ ] No

6. If yes, what is the mechanism of assessing the impact of CSR initiatives?
   - [ ] Internal Assessment  [ ] External/Third Party Assessment

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**Tax Rebate on CSR**

1. Does your company get any tax incentive or rebate against CSR spending?  [ ] Yes  [ ] No

2. Do you feel that the present tax incentive structure is conducive to promoting CSR in the country?  [ ] Yes  [ ] No

3. If No, what are your recommendations in this regard?
   - a. ____________________________________________
   - b. ____________________________________________
   - c. ____________________________________________
   - d. ____________________________________________

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**Thank you for your participation**

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