



**CII-ITC**  
**SUSTAINABILITY**  
**AWARDS**  
**2017**

Excellence in Sustainable Business

**Application Document**

**FOR APPLICANT TURNOVER CLASSIFICATION < Rs 50 cr**

Organisation Name

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## Instructions for filling the Application Document

- The questionnaire is developed with a view to assess and recognize excellence in sustainability (environment, economic and social) performance and practices within an organization.
- For details on Awards and assessment methodology, please refer to [Guidance Document](#)
- The questionnaire is divided into 2 aspects. All questions under each aspect need to be answered to finally submit the questionnaire.
- For repeat applicants, questionnaire is auto populated from previous year submitted information. Please make sure to go through this pre-filled information and make changes where ever required.
- Please use additional information box to provide any information which may be important for the applicant's initiative in that aspect and does not get covered in the questions asked.
- Answer to Section B must be given at the time of final submission of the questionnaire. Please fill Section B after reviewing the filled up questionnaire.
- Applicants are requested not to withhold any information; CII ensures all information submitted by applicants is kept confidential.
- Assessment Period: The cut-off date for information contained in the Awards Questionnaire is March 31, 2016. Any content pertaining to a period beyond this date will not be considered.
- Session time-out is for 30 minutes. Applicants are requested to save information by clicking on the save button in order to save data from getting lost. Information once lost due to session time-out or internet connectivity issues will not be retrieved.
- Every question has "Mark for Review" option available. Please use this option for any response which needs revisit or review before final submission of the questionnaire. A response will be considered answered once this option is unchecked
- Please review your application before final submission. Preview Application functionality will only get activated once the full questionnaire is filled
- Last date to submit the questionnaire is June 09, 2017 (Friday).
- For any queries while filling the questionnaire please get in touch with Swati Pandey +91 11 4372 3320 [swati.pandey@cii.in](mailto:swati.pandey@cii.in) or Jayashree Singha +91 11 4150 2303 [jayashree.singha@cii.in](mailto:jayashree.singha@cii.in).

## SECTION A:

### 1. Company Details

Organisation Name:

*(Please fill in complete Name)*

Complete Postal Address

Tel:

Fax:

Email:

Website:

### 2. Details of Highest Ranking Official

Name:

Designation:

Tel:

Mobile:

Fax:

Email:

### 3. Contact Person for the Sustainability Awards

*(Please check if this is different from the details provided in the Application of Intent you submitted earlier.)*

Name:

Designation:

Tel:

Mobile:

Fax:

Email:

### 4. Alternate Contact Person for the Sustainability Awards

Name:

Designation:

Tel:

Mobile:

Fax:

Email:

**Note:** Please update the Awards Team in CII of any changes in the above during the assessment period. All communication regarding the Awards and / or the Application Document will be with only the two contact persons.

## **SECTION B:**

### **STATEMENT OF AUTHENTICITY & NOTE OF APPROVAL**

I, on behalf of my organisation, confirm that all responses and information provided for CII-ITC Sustainability Awards are correct. We agree to cooperate with Awards team, assessors and jury during the course of the process that includes providing evidence of our claims at any stage of the Awards process. We agree that the information submit is in possession of CII and it may decide to use it manner it desires at any point in time. We agree to acknowledge decision of the jury, assessors and CII, and that the decision is not open to challenge or reconsideration. At no time shall CII or its associates be subjected to financial or non-financial liability.

Name:

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Designation:

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# SECTION C:

## GENERAL INFORMATION

**C1: Year of establishment of the applicant organisation:**

**C2: Nature of ownership** [*mark one*]

Public limited

Private limited

wholly owned subsidiary

Proprietary

Joint venture

other (*please specify*) \_\_\_\_\_

**C3: Scope of the Application**

Please list all activities or services provided by all entities - both within the boundary of the organization that generate significant sustainability impacts (actual and potential), and / or over which it exercises control or significant influence [over financial and operating policies and practices]. This may include mines, manufacturing facilities, retail outlets, etc.

#	Activity	Major Locations	#	Activity	Major Locations
1			6		
2			7		
3			8		
4			9		
5			10		

**Note:** The table may be extended to accommodate all relevant locations.

**C4: Name the top three competitors for your business segments / sectors**

#	Name of competitor
1	
2	
3	

**C5: Top five-products / services (based on turnover) of the Applicant in the last 3 years:**

Product / Services	Turnover (Rscr.)			Production / Outputs*			Share of Turnover (%)			Market Share (%)		
	2014 - 2015	2015 - 2016	2016- 2017	2014 - 2015	2015 - 2016	2016 - 2017	2014 - 2015	2015- 2016	2016- 2017	2014 - 2015	2015 - 2016	2016 - 2017
1.												
2.												
3.												
4.												
5.												

**\* Note:**

1. Please use only standard units of measure by which you assess the total production of your unit(s). E.g., number of cars produced or tons of paper produced, to express the production of an automobile and paper unit, respectively.
2. Service industry applicants may leave this column blank.

**C6: Please provide the statements of Vision, Mission and Values, as well as list names of only the publicly stated policies of the organisation**

<b>Vision</b>												
<b>Mission</b>												
<b>Values</b>	1.			3.			5.					
	2.			4.			6.					
<b>Policies</b>												
1.	5.			9.			13.					
2.	6.			10.			14.					
3.	7.			11.			15.					
4.	8.			12.			16.					

## C7: Employee Information

#	ITEM	2014 - 2015	2015 - 2016	2016 – 2017
1	Number of employees			
	• Permanent (Nos.)			
	• Contract (Nos.)			
	• Daily wage workers (Nos.)			
	• Other - <i>please specify</i> (Nos.)			
	Total (Nos.)			
2	Number of management (or executive / officer) grade employees (Nos.)			
3	Ratio of non-management cadre to management cadre employees			
4	Segmentation of employees by gender			
	• Male (Nos.)			
	• Female (Nos.)			
5	Segmentation of top management by gender			
	• Male (Nos.)			
	• Female (Nos.)			
6	Value of employee benefits			
	• Statutory (Rs. cr.)			
	• Non-Statutory (Rs. cr.)			
	Total (Rs. cr.)			
7	Employee turnover (%)*			
8	Learning [or Training] opportunities (hours per employee / year)			

\* **Note:** See Glossary in the Guidance Document



## C8: Awards, Recognition & Certifications

In the table below give summary details of CSR awards and any form of recognition conferred to the organisation during the last 3 years.

Also give the status of certification(s) by any recognized national / international institutions

1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

\* **Note:** Indicates the topic / subject area / field for which the applicant was awarded.

## **SECTION D:**

### **Management Description:**

This section is similar to management discussion of Director's report or annual report. The management is expected to highlight key hits and misses of the reporting year, what were the key challenges confronted by the company and which were the opportunities that the company managed to exploit. The management should also provide its plans, goals and targets for the next year(s), challenges it foresees or opportunities that will help business. It is expected that the management discussion should have sustainability embedded or integrated into issues of business. The discussion should be strategic in nature and should provide a comprehensive overview of sustainability-business risks, impact on business, and mitigation strategies or plans. Process descriptions should be completely avoided.

**SECTION E:**  
**TERMINOLOGIES / ABBREVIATIONS USED**

#	Term	Explanation	#	Term	Explanation
1			21		
2			22		
3			23		
4			24		
5			25		
6			26		
7			27		
8			28		
9			29		
10			30		
11			31		
12			32		
13			33		
14			34		
15			35		
16			36		
17			37		
18			38		
19			39		
20			40		

## SECTION F: SUSTAINABILITY ASPECTS

### Corporate governance and disclosures

#### Board structure

Provide details about leadership of the Board and executive team of the organisation. (Is the chair of the board different from MD / CEO of the organisation? Does the chair belong to the promoters or investors in the organisation or is the chair an independent director?)

Provide details about the board structure, as on 31 March 2017. (Insert rows as required)

#	Name of the Director (Member of Board of Directors)	Gender	Category (Independent / Executive / Non-independent & non-executive)	Designation (Chairman, MD, CEO) & Functional Responsibility (Finance, Marketing, etc.)
1				
2				
3				
4				
5				

Please provide details of various board committees. (insert rows as required)

#	Name of the committee	Number of members	Position of chair of committee (Independent / Executive / Non-independent & non-executive)	Indicate whether mandatory* or voluntary committee	Number of meetings in FY17
1					
2					
3					
4					
5					

\*Mandated by regulator such as MCA and SEBI.

How are roles and responsibilities of each committee decided and documented?  
How are committee meetings and board meetings documented?

#### Board governance and effectiveness

How does the board ensure that conflicts of interest are avoided and managed? How are conflicts of interest identified / captured / dealt with?

How is the remuneration of board members and organisation's key management personnel (KMP) determined?

Does the executive remuneration include performance-based, long-term and short-term indicators? Which are these long-term and short-term indicators?

What is the process and frequency of board performance evaluation? Who evaluates the performance of Chair of the Board?

How frequently does the organisation rotate its auditor or audit firm?

## Sustainability vision & strategy

What is the organisation's idea or articulation of sustainability?

How are sustainability elements reflected in organisation's vision or mission statements?

Summarise the process to identify sustainability issues. State the organisation's strategies to address them.

#	Sustainability issues	Process to Identify	Strategies to Address
1			
2			
3			

How do business plans or strategies of the organisation address sustainability issues?

How is the board involved or engaged in addressing sustainability issues of the organisation?

Demonstrate the results of implementation of the above-mentioned strategies. (insert rows as required)

#	Strategy	Expenditure * (Rs. lakhs)			Benefit to Business # (Rs. lakhs)		
		FY15	FY16	FY17	FY15	FY16	FY17
1							
2							
3							

\*Includes R&D, manpower, deployment, capital, other

#Includes financial / non-financial and tangible / non-tangible

Summarise how the board reviews sustainability performance of the organisation to ensure the realisation of its stated vision.

## Transparency & disclosure

Describe how the organisation publicly discloses non-financial information, including but not limited to governance structure and functioning, impending short-term and long-term business risks, environmental and social impacts (positive and negative) of business.

Specify the stakeholders to who these disclosures are made and at frequency of disclosures.

## Financial performance

Add selective indicators from online questionnaire

## Business ethics

How does the organisation ensure ethical business practices, avoid situations of corruption and fraud, anti-piracy, conflict of interest, insider trading.

Does the organisation have a code of conduct or ethics policy? If yes, who does it apply to (e.g., employees, contract labour, suppliers, contractors, NGOs). How does the organisation communicate about CoC or EP to these stakeholders?

How does it ensure compliance to the CoC or ethics policy?

Who oversees ethics issues?

How many cases of non-compliance identified were in FY17? How are they addressed? What has been the financial or non-financial business implication of non-compliance?

What was the amount of political contribution made in FY17? What has been the nature of non-financial political support provided by the organisation?

How does the organisation capture lessons learnt from adherence to CoC or EP? What are the improvements made thus?

## Risk management

How does the organisation identify impending risks to business?

Who, in the organisation, has the responsibility for risk management?

What is the process to review risks?

Please indicate the types of risks identified by the organization.

Strategic risks	Impact on business	Risk response	Mitigation strategy	Benefits to business (financial and / or non-financial)
R1				
R2				
R3				
Operational risks	Impact on business	Risk response	Mitigation strategy	Benefits to business (financial and / or non-financial)
R1				
R2				

R3				
Compliance risks	Impact on business	Risk response	Mitigation strategy	Benefits to business (financial and / or non-financial)
R1				
R2				
R3				
Financial & reporting risks	Impact on business	Risk response	Mitigation strategy	Benefits to business (financial and / or non-financial)
R1				
R2				
R3				

Please identify positions of KMP in the organisation responsible for the above-mentioned risks.

What strategies does the organization pursue to promote and enhance an effective risk culture throughout the organization?

Please indicate the total number of cases of non-compliance that were filed against the organization in the past five years.

Please indicate the fines/penalties that various courts/regulators/other stakeholders imposed on the organization in the past five years.

## Human rights

How does the organisation identify and address human rights issues in its operations?

What is the coverage of issues in human rights? (for instance, child labour, sexual harassment, forced labour, equal opportunity employment, non-discrimination based on gender / sexuality / religion / caste, freedom of association or unionisation, collective bargaining, minimum wages)

Who does human rights requirements apply to? (e.g., employees, contract labour, suppliers, contractors, vendors, NGOs)

Who in the organisation is responsible for the oversight of human rights issues?

For what reasons has the organisation received notice or equivalent for non-compliance from buyer, regulator, standards agency or any other? What are the corrective measures undertaken for improvement?

Please indicate the percentage of employees covered by independent trade union organizations/collective bargaining agreements.

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**Management cadre**

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Non-management cadre

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What is the percentage of women in the total workforce?

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**Women as % of total employees**

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Women as % of total workers

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What percentage of employees are differently abled?

What are the systems in place to ensure effective communication & implementation of human rights policies?

## Occupational Health and Safety

1. Describe the processes identify OHS risks and / or issues in the organisation.
2. Describe the strategies or measures undertaken to mitigate identified risks or issues.
3. What is the emergency preparedness response plan for all identified potential emergencies?
4. Use the table below to provide data on work- or health-related problems / illnesses / diseases / disorders occurring on site pertaining to employees.

#	Parameter	2014-2015	2015-2016	2016-2017
1	Near misses			
2	Incidents			
3	Dangerous occurrences			
4	Injury Rate			
5	Fatality Rate			
6	Workdays lost and total costs [Rs. lakhs] due to injuries / accidents	Days		
		Cost		
7	Workdays lost and total costs [Rs. lakhs] due to work-related illnesses / diseases	Days		
		Cost		



5. Please elaborate the process in place to measure the effectiveness of OHS, and how the learnings are used to make improvements. Please provide details on roles and responsibilities, frequency, output, etc.

## Environment & biodiversity management

1. Describe processes and systems in place for managing environmental impacts of business.
2. How does the organisation identify and measure impact of environmental risks to business? Please specify at least three of those risks. What is the mitigation strategy or plan for each of them? What is the benefit to business by mitigating those risks?
3. Provide information in the table below on the use of resources for resource use efficiency.

#	Resource Category	Specific Consumption*			Practices to Reduce	Benefits to Business (Rs. lakhs)
		2014-2015	2015-2016	2016-2017		
1	Input / Raw Material 1 <i>[insert rows as per need]</i>					
2	Water					
3	Non-renewable Energy					
4	Renewable Energy					
5	Others					

\* **Note:** May be expressed in terms of per unit of production / sale, or per capita

4. Provide information in the table below on the generation of wastes and greenhouse gas emissions.

#	Parameter	Specific Generation *			Absolute Quantity			Practices to Reduce	Benefits to Business (Rs. lakhs)
		2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017		
A	Hazardous wastes, including bio-medical <i>[all physical forms]</i>								
1	Waste 1 <i>[insert rows as per need]</i>								
B	Non-hazardous wastes <i>[all physical forms]</i>								
1	Waste 1 <i>[insert rows as per need]</i>								
C	GHG emissions								

#	Parameter	Specific Generation *			Absolute Quantity			Practices to Reduce	Benefits to Business (Rs. lakhs)
		2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017		
Scope 1									
Scope 2									
Scope 3									

\* **Note:** May be expressed in terms of per unit of production / sale, or per capita.

5. What is process to track non-compliance with applicable environment laws and regulatory permits in the organization?
6. Please provide total monetary value of significant environmental fines paid for an act of violation, omission or negligence by which the community at large was affected due to pollution damage to land, water and air.
7. Please describe how the top management reviews the organization's environmental performance for its continual improvement.
8. What is the organisation's understanding of its impacts on biodiversity? What is the process and / or plan to reduce business impacts on biodiversity? Illustrate actions taken to reduce business impacts on biodiversity.

## Stakeholder engagement

1. Explain the **processes** deployed to identify, prioritise and engage with **internal** and **external stakeholders** [e.g., employees, regulators, shareholders, customers, suppliers, contractors, investors, civil society, community, etc].
2. Describe **practices** to demonstrate how the organisation captures and addresses the concerns, grievances, suggestions, etc. of various stakeholder groups.
3. Please use the table below to illustrate how the organisation and the identified internal and external stakeholders **benefited** in terms of risks identified / reduced, opportunities created / taken advantage of, or any other way.

#	Stakeholder [by priority]	Engagement			Benefits* to	
		Method	Mode	Frequency	Business	Stakeholder
1						
2						
3						
4						
5						
6						
7						



#	Category	Initiatives	Numbers impacted			Expenditure (Rs. lakhs)			Benefit to Business * (Rs. lakhs)		
			2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017
3	Distributors										
4	Dealers										
5	Retailers										
6	Consumers										
7	Recycler [only voluntary initiatives]										

\* **Note:** Includes financial / non-financial and tangible / non-tangible

## Corporate social responsibility

1. How is the top management of the organisation involved in CSR strategy, planning, implementation or reviewing impacts of activities?
2. Describe the **approaches** / **practices** implemented by the organisation for community and social development.
3. Summarise the **results** of the initiatives taken in the table below.

#	Category	Initiatives	Expenditure (Rs. lakhs)			Benefit to Community and Society * (Rs. lakhs)		
			2014-2015	2015-2016	2016-2017	2014-2015	2015-2016	2016-2017
1	Physical infrastructure							
2	Livelihood creation							
3	Public health							
4	Education							
5	Skill development							
6	Others							

\* **Note:** Includes financial / non-financial and tangible / non-tangible

4. How does the organisation **assess** the effectiveness of deployment of resources for the benefit of the community and society, and ultimately to the business (tangible / intangible)?

## Employee development

1. Describe the organisation's **policy** and **practices** (including identification and assessment of training needs) to impart training and awareness to its **employees** at all levels.
2. Please elaborate on the types of training programmes, including examples of such programmes from past 3 years (do not include basic compliance training, induction, health & safety training):

#	Topic of Training / Capacity Building	# of Persons Trained	Level of Persons Trained / Capacity Built
1	On-the-job training		
2	Life-skills training		
3	Leadership development training		

3. What is the process for performance evaluation and career development review? What percentage of total employees receive evaluation and review?
4. How does the board/top management monitor/review the effectiveness of employee development practices /initiatives (trainings and performance evaluation)?

## Additional Information

Any other information the organisation may like to provide relating to various aspects of its sustainability performance.

## Compliance to Regulation

### Annexure-I

#### INDICATIVE LIST OF ECONOMIC / FINANCE LAWS & REGULATIONS

#	Year	Title of Legislation	Mark (✓)
1	1956	The Central Sales Tax Act; Rules, 1957	
2	1899	Indian Stamp Act	
3	2002	Prevention of Money Laundering Act; Amendment 2005	
4	1985	The Narcotic Drugs & Psychotropic Substances (NDPS) Act; Rules, amended 1992, 1993, 2005	
5	1988	The Prevention of Illicit Traffic in Narcotic Drugs & Psychotropic Substances Act	
6	1974	The Conservation of Foreign Exchange & Prevention of Smuggling Activities (COFEPOSA) Act	
7	1976	The Smugglers & Foreign Exchange Manipulators (Forfeiture of Property) Act	
8	2005	Export of Services Rules	
9	2006	National Fund for Control of Drug Abuse Rules	
10	1999	Foreign Exchange Management Act, other than enforcement work mentioned under the Dept. of Revenue (Rajaswa Vibhag); Rules	
11	1944	Public Debt Act; Rules	
12	1950	Contingency Fund of India & Administration of the Contingency Fund of India Act; Rules	
13	1938	Insurance Act; Rules	
14	1972	General Insurance Business (Nationalisation) Act; Rules	
15	1956	Life Insurance Corporation Act; [Life Insurance Tribunal and related matters, Life Insurance Corporation of India]	
16	1999	Insurance Regulatory & Development Authority Act & related matters	
17	1986	Shipping Development Fund Committee (Abolition) Act	
18	1976	Regional Rural Bank Act	
19	1993	Debt Recovery Tribunal Act	
20	1951	State Financial Corporation Act	
21	1985	Sick Industrial Companies (Special Provision) Act, including matters relating to Board for Industrial Financial Reconstruction (BIFR) & Appellate Authority for Industrial Financial Reconstruction (AAIFR)	
22	1992	Transaction in Securities Act	
23	1949	Banking Regulation Act	
24	1970, 1980	Banking Companies (Acquisition of Undertaking) Act	

25	1891	Bankers Book Evidence Act	
26	1984	Banking Service Commission Act	
27	1949	Banking Companies (Legal Practitioner's Clients Accounts) Act	
28	1955	State Bank of India Act	
29	1955	State Bank of India (Subsidiary Banks) Act	
30	1953	The Reserve Bank of India (Amendment & Misc. Provisions) Act	
31	1968	State Agricultural Credit Corporation Act	
32	1956	Public Financial Institutions (Obligation as to Fidelity & Secrecy) Act	
33	1961	Deposit Insurance & Credit Guarantee Corporation Act	
34	1881	Negotiable Instruments Act	
35	1873	Savings Bank Act	
36	1882	Indian Trusts Act - dealing with investments	
37	1889	Metal Tokens Act	
38	1890	Charitable Endowments Act; Rules	
39	1906	Indian Coinage Act	
40	1920	Indian Security Act	
41	1940	Currency Ordinance	
42	1945	International Monetary Fund and Bank Act	
43	1951	Finance Commission (Miscellaneous Provisions) Act	
44	1959	Government Savings Certificates Act	
45	1963	Compulsory Deposit Scheme Act	
46	1963	Unit Trust of India Act	
47	1964	Legal Tender (Inscribed Notes) Act	
48	1966	Asian Development Bank Act	
49	1968	Public Provident Fund Act	
50	1971	Small Coins (Offences) Act	
51	1971	Comptroller & Auditor General's (Duties, Powers, Conditions & Service) Act	
52	1974	Additional Emoluments (Compulsory Deposit) Act	
53	1992	Securities & Exchange Board of India Act	
54	1956	Securities Contracts (Regulation) Act	
55	1996	Depositories Act	
56	1958	International Finance Corporation (Status, Immunities & Privileges) Act	
57	2002	Unit Trust of India (Transfer of Undertaking & Repeal) Act	
58	1961	Income Tax Act; Rules	
59	1956	Wealth Tax Act; Rules	

60	1958	Gift Tax Act; Rules	
61	1987	Interest Tax Act; Rules	
62	1987	Expenditure Tax Act; Rules	
63	1988	The Benami Transaction "Prohibition" Act	
64	1953	Estate Duty Act	
65	1963	The Super Profits Tax Act	
66	1964	The Companies (Profits) Sur-tax	
67	1974	The Compulsory Deposit (Income Tax Payers) Scheme Act	
68	1980	The Hotel Receipts Tax Act	
69	1944	The Central Excise and Salt Tax	
70	1962	The Customs Act	
71		IT Settlement Commission Rules	
72	1949	The Chartered Accountants Act	
73	1959	The Cost & Works Accountants Act	
74	1980	The Company Secretaries Act	
75	1932	The Partnership Act	
76	1860	The Societies Registration Act	
77	1951	The Companies (Donation to National Fund) Act	
78	1950	Contingency Fund of India Act; Rules	
79	1963	Unit Trust of India Act	
80	1956	Companies Act (Parts 1 & 2)	
81	1932	Partnership Act	
82	2006	The Companies Amendment Act	
83	2002	Competition Act	
84	1872	Indian Contract Act	
85	1893	Sale of Goods Act, Amendments 1979	
86	2005	Right to Information Act, Amendments 2010	



## *Annexure-II*

### INDICATIVE LIST OF ENVIRONMENT, HEALTH & SAFETY (EH&S) LAWS & REGULATIONS

#	Year	Title of Legislation	Mark (✓)
1	1884	Indian Explosive Act; Amendments 2008	
2	1910	Indian Electricity Act	
3	1923	Workman Compensation Act	
4	1934	The Petroleum Act; Amendment 1977	
5	1948	The Factories Act; Amendment 2001	
6	1950	The Indian Boiler Regulations; Amended 2010	
7	1952	The Inflammable Substances Act	
8	1956	State Factories Rules	
9	1956	Indian Electricity Rules	
10	1970	Contract Labour (Regulation & Abolition) Act	
11	1971	The Contract Labour (Regulation and Abolition) Central Rules	
12	1974	The Water (Prevention & Control of Pollution) Act; Amendment 1988	
13	1975	The Water (Prevention & Control of Pollution) Rules	
14	1977	The Water (Prevention & Control of Pollution) Cess Act; Amendment 2003	
15	1978	The Water (Prevention & Control of Pollution) Cess Rules; Amendment 1992	
16	1981	The Air (Prevention & Control of Pollution ) Act; Amendments 1998	
17	1981	The Static and Mobile Pressure Vessels (Unfired) Rules; Amendment 2002	
18	1982	The Air (Prevention & Control of Pollution ) Rules, Amendment 1992	
19	1986	The Environmental (Protection) Act; Amendment 2001	
20	1986	The Environmental (Protection) Rules; Amendment 2011	
21	1988	Motor Vehicle Act; Amendment 2001.	
22	1989	Central Motor Vehicle Rules; Amendment 2010	
23	1989	Manufacture; Storage & Import of Hazardous Chemical (Amendment) Rules; Amendment 2000	
24	1991	The Public Liability Insurance Act; Amendment 1992	
25	1991	The Public Liability Insurance Rules; Amendments 1993	
26	1992	The Environmental (Protection) Rules - Environmental Statement	
27	1993	The Environmental (Protection) Rules, Amendments 2011	
28	1993	The Liquefied Petroleum Gas (Regulation, Supply and Distribution) Order	
29	1995	The National Environmental Tribunal Act	

30	1996	The Chemicals Accidents (Emergency Planning; Preparedness and Response) Rules; Amendment 1998	
31	1997	The National Environmental Appellate Authority Act	
32	1998	Bio-Medical Wastes (Management & Handling) Rules; Amendment 2003	
33	1999	Notification on Fly Ash Utilization; Amendment; 2003	
34	1999	Recycled Plastics Manufacture & Usage Rules; Amendment; 2003	
35	2000	Noise Pollution (Regulations & Control) Rules; Amendment 2010	
36	2000	Ozone Depleting Substances (Regulation & Control) Rules; Amendment 2007	
37	2001	The Batteries (Management & Handling) Rules; Amendment 2010	
38	2001	The Energy Conservation Act	
39	2001	The Liquified Petroleum Gas Control Order	
40	2002	The Petroleum Rules; Amendment; 2007	
41	2002	MoEF Authorised List of Hazardous Waste Recyclers	
42	2002	The Biological Diversity Act	
43	2004	Gas Cylinder Rules	
44	2004	The Biological Diversity Rules	
45	2006	Environmental Impact Assessment Notification; Amendment 2011	
46	2007	The Indian Boilers Act; Amended 2010	
47	2008	The Explosive Rules	
48	2008	The Hazardous Wastes (Management, Handling and Transboundary Movement) Rules; Amendment August 2010	
49	2009	National Ambient Air Quality Standards	
50	2010	National Green Tribunal Act; Amendment 2011	
51	2010	The Wetlands (Conservation & Management) Rules; Amendment 2010	
52	2011	Plastic Waste (Management and Handling) Rules	
53	2011	e-Waste (Management and Handling) Rules	
54	2011	Coastal Regulation Zone Notification; Amendment 2011	

## Annexure-III

### INDICATIVE LIST OF SOCIAL LAWS & REGULATIONS

#	Year	Title of Legislation	Mark (✓)
1	1961	Apprentice Act; Rules, 1991	
2	1976	Bonded Labour System (Abolition) Act; Rules, 1976	
3	1986	Child Labour (Prohibition & Regulation) Act; Rules, 1988; Amendment 2006	
4	1933	Children (Pledging of Labour) Act	
5	1970	Contract Labour (Regulation & Abolition) Act; Central Rules, 1971	
6	1952	Employees Provident Fund & Misc. Provisions Act; Amendment, 1996	
7	1948	Employees State Insurance Act	
8	1948	Factories Act; State Factory Rules	
9	1946	Industrial Employment (Standing Orders) Act; Rules 1946	
10	1961	Maternity Benefit Act; Rules, 1963	
11	1948	Minimum Wages Act; Rules, 1950	
12	1965	Payment of Bonus Act; Rules, 1975	
13	1972	Payment of Gratuity Act	
14	1936	Payment of Wages Act; Amendment, 2005; Rules, 1937	
15	1923	Workmen's Compensation Act; Amendments, 2000; Rules, 1924	
16	1926	The Trade Unions Act	
17	2001	The Trade Unions (Amendments) Act	
18	1947	The Industrial Disputes Act	
19	1958	The Working Journalist (Fixation of Rates of Wages) Act	
20	1957	The Working Journalist (Conditions of Service) & Miscellaneous Provisions Rules	
21	1948	The Dock Workers (Regulation of Employment) Act	
22	1951	The Plantation Labour Act	
23	1952	The Mines Act	
24	1955	The Working Journalists and other Newspaper Employees' (Conditions of Service & Misc. Provisions) Act; Rules, 1957	
25	1958	The Merchant Shipping Act	
26	1961	The Motor Transport Workers Act	
27	1966	The Beedi & Cigar Workers (Conditions of Employment) Act	
28	1976	The Sales Promotion Employees (Conditions of Service) Act; Rules, 1976	
29	1979	The Inter-State Migrant Workmen (Regulation of Employment & Conditions of Service) Act	

30		The Shops & Establishments Act	
31	1981	The Cinema Workers and Cinema Theatre Workers (Regulation of Employment) Act; Rules, 1984	
32	1981	The Cine Workers' Welfare Fund Act	
33	1986	The Dock Workers (Safety, Health & Welfare) Act	
34	1997	The Dock Workers (Regulation of Employment) (inapplicability to major ports) Act	
35	1996	The Building & Other Construction Workers (Regulation of Employment & Conditions of Service) Act	
36	1976	The Equal Remuneration Act	
37	1946	The Mica Mines Labour Welfare Fund Act	
38	1972	The Limestone & Dolomite Mines Labour Welfare Fund Act	
39	1976	The Beedi Workers Welfare Fund Act	
40	1976	The Beedi Workers Welfare Cess Act	
41	1976	The Iron Ore Mines, Manganese Ore Mines & Chrome Ore Mines Labour Welfare Fund Act	
42	1976	The Iron Ore Mines, Manganese Ore Mines & Chrome Ore Mines Labour Welfare Cess Act	
43	1981	The Cine Workers Welfare Fund Act	
44	1981	The Cine Workers Welfare Cess Act	
45	1993	The Employment of Manual Scavengers & Construction of Dry Latrines Prohibition Act	
46	1959	The Employment Exchanges (Compulsory Notification of Vacancies) Act; Rules, 1959	
47	1855	The Fatal Accidents Act	
48	1943	The War Injuries Ordinance Act	
49	1942	The Weekly Holiday Act	
50		The National & Festival Holidays Act	
51	1943	The War Injuries (Compensation Insurance) Act	
52	1962	The Personal Injuries (Emergency) Provisions Act	
53	1963	The Personal Injuries (Compensation Insurance) Act	
54	1974	The Coal Mines (Conservation & Development) Act	
55	1988	The Labour Laws (Exemption from Furnishing Returns & Maintaining Register by Certain Establishments) Act	
56	1991	The Public Liability Insurance Act	