



मिरा भाईंदर महानगरपालिका

आयुक्त कार्यालय

मुख्यालय, 2रा मजला, स्व. इंदिरा गांधी भवन, छत्रपती शिवाजी महाराज मार्ग, भाईंदर (प.) दूरध्वनी क्र.022-28192828 ई-मेल आयडी commissioner@mbmc.gov.in

जा.क्र. मनपा/ आयुक्त / 🗗 /2025-26

दि.09/04/2025

कार्यालयीन आदेश

विषय:- मिरा भाईंदर महानगरपालिका CSR Cell स्थापन करणेबाबत.

संदर्भ:- मिरा भाईंदर महानगरपालिका प्रशासकीय ठराव क्र.275, दिनांक: 14/10/2024.

खाजगी व सार्वजिनक क्षेत्रातील संस्थांची समाजाप्रती कॉर्पोरेट सोशल रिस्पॉन्सिबीलिटी (CSR) अंतर्गत मिरा भाईंदर शहरासाठी संदर्भिय ठरावान्वये महाराष्ट्र महानगरपालिका अधिनियमातील तरतूदीस अनुसरुन CSR धोरणास मान्यता देण्यात आली आहे. सोबत ठरावाची प्रत जोडली आहे, त्याचे अवलोकन व्हावे.

ठरावात नमुद नुसार CSR Cell ची रचना खालीलप्रमाणे राहील.

1. विभागप्रमुख - कार्यकारी अभियंता (बांधकाम) - 0

2. नाविन्यता कक्षातील पूर्ण वेळ समन्वयक - 02

3. डेटा एन्ट्री ऑपरेटर - 01

वरीलप्रमाणे स्थापित CSR Cell शहर अभियंता, मिरा भाईंदर महानगरपालिका यांचे संनियंत्रणाखाली ठरावात नमुदप्रमाणे कार्ये करील.

सहपत्र:- दि.14/10/2024 रोजीचा ठराव.

(राधाविनाद अ. शर्मा, भा.प्र.से.) आयुक्त तथा प्रशासक मिरा भाईंदर महानगरपालिका

प्रति,

- १. शहर अभियंता
- २. कार्यकारी अभियंता (बांधकाम)
- ३. नाविन्यता कक्ष
- ४. संगणक विभाग (संकेतस्थळावर प्रसिध्दीसाठी)

मिरा भाईदर महानगरपालिका प्रशासकीय ठराव दि. १ ८ / १०/२०२४

प्रकरण क्र. (२७५)

CSR धोरणाच्या मसुद्यास मान्यताबाबत..

कार्यलयीन प्रस्तावना

मिरा-आइंदर महानगरपालिकेच्या सर्वसमावेशक शाश्वत विकासाच्या दिशेने उचललेल्या ठोस पावलांच्या अनुषंगाने, माननीय पंतप्रधान श्री. नरेंद्र मोदी यांच्या 'विकसित भारत @ २०४७' या दूरदृष्टीशी सुसंगत राहण्याच्या दृष्टीने फेब्रुवारी २०२४ मध्ये 'मिरा-आईदर @ २०४७ Conclave' व पुढील महत्त्वाचे पाऊल म्हणून ऑगस्ट २०२४ मध्ये 'CSR Conclave: Transforming Mira Bhayander @२०४७ चे यशस्वी आयोजन करण्यात आले होते. या महत्वपूर्ण उपक्रमात नीती आयोगाच्या सहकार्याने मिरा-भाईदर महानगरपालिका ही अशा पद्धतीने पुढाकार घेणारी पहिलीच महानगरपालिका आहे. नामांकित संस्था, जसे IIT Bombay यांच्या भागीदारीने पर्यावरण, शिक्षण, आणि आरोग्य या क्षेत्रांच्या शाश्वत विकासावर विशेष लक्ष केंद्रित करण्यात येत आहे.

मिरा-भाइंदर महानगरपालिका क्षेत्रातील नागरिकसंख्येतील वाढ, शहरीकरणाची गती आणि वाढत्या गरजा लक्षात घेऊन, शिक्षण, आरोग्य, आणि पर्यावरण क्षेत्रात अययावत सुविधा पुरवणे अत्यंत गरजेचे झाले आहे. यासाठी मनपा CSR निधीच्या माध्यमातून विविध उपक्रम राववून शाश्वत विकासाची वाटचाल करणार आहेत. CSR निधीच्या माध्यमातून येणारी सहकार्ये ही शहराच्या विकासासाठी आणि स्थानिक नागरी सुविधांच्या सुधारण्यासाठी फार उपयुक्त ठरतील.

शिक्षण क्षेत्रात पायाभूत सुविधा उभारणे, नवीन शाळा आणि शिक्षणसंस्था सुरु करणे, तसेच विद्याध्यांसाठी डिजिटल शिक्षण, पायाभूत गणित आणि भाषा व कौशल्यविकास व इतर कार्यक्रमांवर भर दिला जाणार आहे. हे उपक्रम विद्याध्यांना आधुनिक शिक्षण प्रणालीत समाविष्ट करून त्यांच्या शैक्षणिक गुणवत्तेत सुधारणा करतील. याचप्रमाणे, विविध व्यवसायाभिमुख प्रशिक्षण कार्यक्रमांतर्गत स्थानिक युवकांसाठी रोजगार संधी देखील निर्माण केल्या जातील.

आरोग्य क्षेत्रात CSR निधीच्या सहाय्याने स्थानिक आरोग्य केंद्रांना सुसज्ज करणे, आरोग्यसेवांच्या पायाभूत सुविधांचा विस्तार करणे, आणि आरोग्यविषयक जनजागृती कार्यक्रम राबवणे व इतर कार्यक्रमांवर भर असेल. हे उपक्रम लोकसंख्येच्या आरोग्य स्थितीत लक्षणीय बदल घडवून आणतील.

पर्यावरण क्षेत्रात हरित प्रकल्प राववणे, स्वच्छता मोहिमा आणि कचराप्रक्रिया व इतर योजणांसाठी CSR निधीचा वापर केला जाईल. यामुळे शहरातील पर्यावरणीय स्थितीत सुधारणा होईल आणि भविष्यातील प्रदूषण नियंत्रणासाठी महत्त्वाचे पाऊल ठरेल.

CSR कायद्यानुसार, कंपन्यांना त्यांच्या नफ्याच्या २% रकमेचा उपयोग सामाजिक आणि विकासात्मक कार्यासाठी करणे अनिवार्य आहे. या नियीचा योग्य चापर करून शहराच्या विकासासाठी नवीन आणि नाविन्यपूर्ण प्रकल्प राबवले जातील. CSR कायद्याच्या नियमांची अंमलबजावणी हो महानगरपालिकेच्या विकास धोरणासाठी एक महत्त्वपूर्ण पाऊल ठरेल. या दृष्टीने CSR निधीचा वापर करुन मिरा- भाईंदर महानगरपालिकेमध्ये शाश्वत विकासाच्या उद्दिष्टांसाठी विविध प्रकल्प राबवण्याचा मानस आहे. या उपक्रमांसाठी मिरा-भाईंदर महानगरपालिकेस नीती आयोगाचे मोलाचे सहकार्य लाभले आहे, ज्यामुळे या प्रकल्पांची यशस्वी अंमलबजावणी करणे सोपे होईल.

CSR निधीच्या माध्यमातून होणाऱ्या प्रकल्पांचे सुयोग्य नियोजन करणे, प्राधान्यक्रम निश्चित करणे, आणि महानगरपालिकेतील सर्व विभागांमध्ये योग्य समन्यय साधून हे प्रकल्प त्वरित मंजूर करून लवकरात लवकर कार्यान्वित करण्यासाठी एक सुसंगत आणि सर्वसमावेशक CSR धोरण असणे अत्यंत आवश्यक आहे. तरी, CSR प्रकल्पांचे सुनियोजित व्यवस्थापन व्हावे, सदर प्रकल्पांना लवकरात लवकर मंजूरी मिळून ते कार्यान्वित व्हावे यासाठी CSR धोरण आवश्यक आहे. तरी CSR धोरणाच्या मसुदयास मंजूरी मिळणेस शिफारस आहे.

्टान्सुट्स स्टान्टाट धरू (टान्सुट्स होत्साट धरू)

OBJECTIVES

The primary objectives of this CSR Policy and for creation of CSR Cell are:

- The main objective of this CSR Policy is to lay down guidelines to make CSR as one of the key focus areas to adhere to global interest in environment and society that focuses on making a positive contribution to society through effective impact and sustainable development programme.
- Promote Development in Key Sectors: Encourage partnerships that contribute to education, healthcare, environmental sustainability, infrastructure, and women and youth empowerment in Mira Bhayandar.
- Align CSR with Mira Bhayandar@2047 Vision: Ensure that all CSR initiatives align with the vision of transforming Mira Bhayandar by 2047 in line with Viksit Bharat@2047.
- CSR cell is hereby created to act as a link between the needs of the city and the PSUs/Private Companies, desirous to help in such causes,
- Platform to engage with all its stakeholders and CSR partners on different projects which fall under the realm of MBMC.
- Ensure Efficiency and Impact: Establish processes that ensure transparent, accountable, and effective execution of CSR projects.

SCOPE AND APPLICABILITY

This CSR Policy applies to all CSR activities undertaken in collaboration with MBMC. It encompasses the following sectors:

- Education Transformation: 'Employability @18'
- · Empowering Women and Youth
- Healthcare Advancement
- Environmental Sustainability and Climate Action
- Waste Management and Cleanliness Initiatives
- Urban Governance and Administrative Digitalization The Corporation will review the activities/ sectors from time to time and make additions/deletions/clarifications to the above sectors/activities.

Institutional Mechanism

To ensure the effective planning, implementation, and monitoring of CSR projects, MBMC will establish CSR Cell and two dedicated committees:

a. Structure of CSR Cell

The structure of CSR Cell will be as follows:-

- i) CSR Cell Head: Executive Engineer of Works Department will be head of the cell and will be responsible for overall functioning of the cell and thereby achievement of the different objectives of the cell. The CSR Head would be a one point contact for corporates to engage with the development projects of MBMC.
- ii) CSR Fellow: Two full time coordinators from Innovation Cell will be working under the CSR head. They would be responsible for coordinating various projects and ensuring a smooth communication between the various stakeholders.
- iii) One Data Entry Operator will be provided for updating the records and generating the reports.

b. Role and Work of CSR Cell

The CSR Cell will play a critical role in all CSR collaborations, acting as the single point of contact include:

- The CSR Cell will drive the strategic planning and coordination of all CSR projects, ensuring innovation and alignment with both MBMC and national goals.
- The CSR Cell with help of implementation Committee will ensure all CSR projects adhere to MBMC's objectives and comply with regulatory standards.
- The CSR Cell will manage communications between implementation Committee, MBMC departments, corporate partners, and other stakeholders to ensure smooth operations.
- CSR Cell will develop a template to collect information from various departments of MBMC regarding various needs in their respective sectors where CSR intervention is possible. Based on the information received, the Cell will prepare a detailed proposal which will be then published on the portal of MBMC to

(णामुदेख शिर्वाळकर) नगरसचिव मिरा शार्डंदर सहस्राजना seek CSR partners (Public Sector/Private Sector Companies for the projects). CSR partners will be selected as per the eligibility criteria as laid down in the policy with the approval of Steering Committee. The CSR Cell shall put up the proposal of selection of CSR partner for approval.

- CSR Cell will discuss the project with the CSR partner and the concerned Department Implementation strategy. The Implementation partner i.e. Contractor will be selected by the CSR Partner(s) to implement the CSR project as per the technical and financial specifications and approvals sanctioned by the Corporation. NGO(s), Social Enterprises, companies set up under section 25 of Companies Act etc. can be chosen as implementation partners.
- · After necessary approvals, the concerned Department with the help of CSR cell will sign a Contract Agreement with the concerned CSR Partner. The said Contract Agreement will include the scope of work, implementation strategy, span of activities, stages of projects, and its estimated time line, fund estimates, monitoring and evaluation plan etc.
- · CSR Cell with the help of Implementation Committee will publish an annual report with information of outcomes of various completed projects as well as the information of ongoing projects.

c. CSR Steering Committee.

This committee will oversee the alignment of all CSR projects with MBMC's strategic objectives and compliance with regulations. It will include:

Officers (Committee Members)	Role
Additional Municipal Commissioner-1	Chairperson
Additional Municipal Commissioner-2	Joint Chairperson
City Engineer	Member
Deputy Municipal Commissioner (Education, SWM, Health, Women & Child Welfare)	Member
Chief Municipal Auditor	Member
Chief Accounts & Finance Officer	Member
Head of CSR Cell	Member Secretary

FUNCTIONS:

- i) To discuss and primarily approve the projects
- ii) To suggest new areas where projects can be developed
- (ii) To approve the selection of CSR partners.
- iv) To direct the Implementation Committee to obtain necessary administrative approvals for CSR projects as laid down in Maharashtra Municipal Corporation Act.
- v) To review the overall performance of CSR Cell.
- vi) To review the outcomes of completed projects
- vii) To review and guide the ongoing projects
- viii) To take strategic decisions on the promotion of CSR activities.
- ix) To revise CSR Policy from time to time if required.
- x) To monitor activities/ working of the concern department who are authorized to ensure that the CSR activities are implemented effectively.
- xi) To create transparent monitoring mechanism for implementation of CSR activities in MBMC area.
- xii) Submit the reports to the authorities in respect of the CSR activities undertaken by the CSR partners and Corporation.
- xiii) To review the eligibility criteria for CSR Partners.
- xlv) To define the role of CSR partner (s) as per scope wise. xv) For smooth functioning of the Committee, the members shall meet twice in a month to discuss such

matters and to take such decisions as may be necessary.

साक्षावित

d. CSR Implementation Committee

This committee will handle day-to-day operations, monitoring, and evaluation of all CSR projects and to submit quarterly report to the CSR Steering Committee of undertaken CSR Projects. The committee will include relevant departmental heads, members of the CSR Cell, and subject matter experts as needed. Partnership and Collaboration Mechanism

MBMC and partner organizations will formalize their collaboration through Memoranda of Understanding (MoU), clearly outlining the roles, financial contributions, responsibilities, and timelines for project implementation. Each MoU will be subject to review by the CSR Steering Committee.

Eligibility Criteria for CSR Partners

To maintain the integrity of the partnership, organizations must meet the following criteria:

- Valid PAN Card
- GST Registration Certificate (if applicable)
- Incorporation Certificate or equivalent registration proof
- Three years of audited financial statements
- Three years experience in relevant sectors
- o Insolvency Certificate
- Affidavit regarding institution of winding process against the CSR partner (if any)
- Affidavit regarding non-pendency of criminal cases involving the offences relating economic offences, misappropriation of property, money laundering etc
- Any other documents required in the CSR Rules, 2014 (if applicable)

Project Planning, Monitoring, and Evaluation

a. Project Proposal Submission

Partner organizations must submit detailed project proposals outlining objectives, budget, timelines, expected outcomes, and target-based deliverables. Each proposal must include:

- Defined Outcomes: Clearly define outcomes and deliverables that will be achieved during the project, mapping these outcomes to specific targets and measurable goals.
- Timeline and Duration: Detailed project timeline with milestones to measure progress against objectives.
- Responsibilities and Expectations: Clearly outline the responsibilities of the partner organization, including the support required from MBMC for the successful execution of the project.
- Target Identification: Identify the areas of intervention where the organization will focus, ensuring alignment with MBMC's strategic priorities.

Monitoring and Reporting

The CSR Implementation Committee will oversee project progress, ensuring that key milestones are met. Partner organizations will be required to submit periodic progress reports, aligning outcomes with predefined timelines and deliverables. Regular reports will be provided to the CSR Steering Committee.

Evaluation Procedure

Upon completion of each project, a comprehensive evaluation will be conducted, which will include:

Outcome Assessment: Evaluation of whether defined outcomes and deliverables were met within the specified timeline.

- Impact Measurement: Quantitative and qualitative analysis of the impact made on the community or targeted sector.
- Learning & Recommendations: Identification of lessons learned and recommendations for Improving future CSR initiatives.
- Stakeholder Feedback: Gathering feedback from key stakeholders, including beneficiaries, partners, and MBMC departments.
- Future Collaboration Potential: Assessment of the potential for extending of expanding the project based on the results.

नगरसाम्ब मिरा **भाईतर** महानगरपातिका

Transparency and Accountability

MBMC is committed to maintain transparency in all CSR collaborations. Regular reports on project. progress, financial disbursements, and assessments will be shared with all stakeholders, Additionally, MBMC will issue certificates of validation for CSR contributions.

The MBMC CSR Policy is an important step toward fostering impactful partnerships for sustainable and inclusive development. MBMC welcomes organizations to collaborate on projects aligned with the Mira Bhayandar@2047 vision, which contributes to Viksit Bharat@2047. With the CSR Cell at the forefront, MBMC is committed to driving transformative change for the welfare of the community, ensuring

प्रशासकीय ठराव क्र. २८५ दिनांक १४) १०।२०२४

महाराष्ट्र महानगरपालिका अधिनियम कलम ७३ (ङ) अन्वये मान्यता दिलेली आहे. नगरविकास विभाग, शासन आदेश क्रमांक एमसीओ-२०२०/प.क्र.७१ (भाग-२)/निव-१४ ऑगस्ट २०२२ अन्वये महाराष्ट्र महानगरपालिका अधिनियम तरतूद विशेषत: कलम ४५२ अ च्या (१ अ) व (१ ब) मधील तरतुदीनुसार मा. आयुक्त यांची प्रशासक पदी नियुक्ती करण्यात आली असुन त्यांना अधिनियतील सर्व अधिकार प्राप्त झाले आहेत. सदर अधिकारात उपरोक्त कामास महाराष्ट्र महानगरपालिका अधिनियमतील तरतूदीनूसार प्रस्तावित खालील CSR धोरणास मान्यता देण्यात येत आहे.

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- The CSR Cell with help of Implementation Committee will ensure all CSR projects adhere to MBMC's objectives and comply with regulatory standards.
- The CSR Cell will manage communications between Implementation Committee, MBMC departments, corporate partners, and other stakeholders to ensure smooth operations.
- CSR Cell will develop a template to collect information from various departments of MBMC regarding various needs in their respective sectors where CSR intervention is possible. Based on the information received, the Cell will prepare a detailed proposal which will be then published on the portal of MBMC to seek CSR partners (Public Sector/Private Sector Companies for the projects). CSR partners will be selected as per the eligibility criteria as laid down in the policy with the approval of Steering Committee. The CSR Cell shall put up the proposal of selection of CSR partner for approval.
- · CSR Cell will discuss the project with the CSR partner and the concerned Department Implementation strategy. The implementation partner i.e. Contractor will be selected by the CSR Partner(s) to implement the CSR project as per the technical and financial specifications and approvals sanctioned by the Corporation. NGO(s), Social Enterprises, companies set up under section 25 of Companies Act etc. can be chosen as implementation partners.
- · After necessary approvals, the concerned Department with the help of CSR cell will sign a Contract Agreement with the concerned CSR Partner. The said Contract Agreement will include the scope of work, implementation strategy, span of activities, stages of projects, and its estimated time line, fund estimates, monitoring and evaluation plan etc.
- · CSR Cell with the help of Implementation Committee will publish an annual report with information of outcomes of various completed projects as well as the information of ongoing projects.

c. CSR Steering Committee.

This committee will oversee the alignment of all CSR projects with MBMC's strategic objectives and compliance with regulations. It will include:

vith regulations, it will include:	
Officers (Committee Members)	Role
Additional Municipal Commissioner-1	Chairperson
Additional Municipal Commissioner-2	Joint Chairperson
City Engineer	Member
Deputy Municipal Commissioner (Education, SWM, Health, Women & Child Welfare)	Member
Chief Municipal Auditor	Member
Chief Accounts & Finance Officer	Member
Head of CSR Cell	Member Secretary



- i) To discuss and primarily approve the projects
- ii) To suggest new areas where projects can be developed
- III) To approve the selection of CSR partners.
- iv) To direct the Implementation Committee to obtain necessary administrative approvals for CSR projects as laid down in Maharashtra Municipal Corporation Act.
- v) To review the overall performance of CSR Cell.
- vi) To review the outcomes of completed projects
- vii) To review and guide the ongoing projects
- viii) To take strategic decisions on the promotion of CSR activities.
- ix) To revise CSR Policy from time to time if required.
- x) To monitor activities/ working of the concern department who are authorized to ensure that the CSR activities are implemented effectively.
- xi) To create transparent monitoring mechanism for implementation of CSR activities in MBMC area.
- xii) Submit the reports to the authorities in respect of the CSR activities undertaken by the CSR partners and Corporation.
- xiii) To review the eligibility criteria for CSR Partners.
- xiv) To define the role of CSR partner (s) as per scope wise.
- xv) For smooth functioning of the Committee, the members shall meet twice in a month to discuss such matters and to take such decisions as may be necessary.

CSR Implementation Committee

This committee will handle day-to-day operations, monitoring, and evaluation of all CSR projects and to submit quarterly report to the CSR Steering Committee of undertaken CSR Projects. The committee will include relevant departmental heads, members of the CSR Cell, and subject matter experts as needed.

Partnership and Collaboration Mechanism

MBMC and partner organizations will formalize their collaboration through Memoranda of Understanding (MoU), clearly outlining the roles, financial contributions, responsibilities, and timelines for project implementation. Each MoU will be subject to review by the CSR Steering Committee.

Eligibility Criteria for CSR Partners

To maintain the integrity of the partnership, organizations must meet the following criteria:

- Valid PAN Card
- GST Registration Certificate (if applicable)
- Incorporation Certificate or equivalent registration proof
- Three years of audited financial statements
- Three years experience in relevant sectors
- Insolvency Certificate
- Affidavit regarding institution of winding process against the CSR partner (if any)
- Affidavit regarding non-pendency of criminal cases involving the offences relating economic offences misappropriation of property, money laundering etc
- Any other documents required in the CSR Rules, 2014 (if applicable)

Project Planning, Monitoring, and Evaluation

a. Project Proposal Submission

Partner organizations must submit detailed project proposals outlining objectives, budget, timelines, expecte outcomes, and target-based deliverables. Each proposal must include:

Defined Outcomes: Clearly define outcomes and deliverables that will be achieved during the project

mapping these outcomes to specific targets and measurable goals.

• Timeline and Duration: Detailed project timeline with milestones to measure progress against objectives.

Responsibilities and Expectations: Clearly outline the responsibilities of the partner organization, including the support required from MBMC for the successful execution of the project.

 Target Identification: Identify the areas of intervention where the organization will focus, ensuring alignment with MBMC's strategic priorities.

Monitoring and Reporting

The CSR Implementation Committee will oversee project progress, ensuring that key milestones are met. Partner organizations will be required to submit periodic progress reports, aligning outcomes with predefined timelines and deliverables. Regular reports will be provided to the CSR Steering Committee.

Evaluation Procedure

Upon completion of each project, a comprehensive evaluation will be conducted, which will include:

Outcome Assessment: Evaluation of whether defined outcomes and deliverables were met within the specified timeline.

- Impact Measurement: Quantitative and qualitative analysis of the impact made on the community or targeted sector.
- Learning & Recommendations: Identification of lessons learned and recommendations for improving futural CSR initiatives.
- Stakeholder Feedback: Gathering feedback from key stakeholders, including beneficiaries, partners, and MBMC departments.
- Future Collaboration Potential: Assessment of the potential for extending or expanding the project based on the results.

Transparency and Accountability

MBMC is committed to maintain transparency in all CSR collaborations. Regular reports on project progress, financial disbursements, and assessments will be shared with all stakeholders. Additionally, MBMC will issue certificates of validation for CSR contributions.

Conclusion

The MBMC CSR Policy is an important step toward fostering impactful partnerships for sustainable and inclusive development. MBMC welcomes organizations to collaborate on projects aligned with the Mira Bhayandar@2047 vision, which contributes to Viksit Bharat@2047. With the CSR Cell at the forefront, MBMC ir committed to driving transformative change for the welfare of the community, ensuring efficiency, transparency, and accountability.

वरील पारित ठरावानुसार बांधकाम विभागाने नियमानुसार पुढील कार्यवाही करावी.वरील पारित ठरावानुसार बांधकाम विभाग विभागाने नियमानुसार पुढील कार्यवाही करावी.

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