

**FORM 3.1: ANNUAL SOCIAL IMPACT ASSESSMENT REPORT**

{In terms of Regulation 91E (2) of  
SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015}

*(This Report is to be prepared by the Social Impact Assessors in respect of projects for which funds have been obtained through a listing from the Social Stock Exchange(s))*

**1. Introduction**

We, ..... a Social Impact Assessment Entity (SRO registration number.....), were engaged by [Client Name], (“Client”), a Social Enterprise listed on the Social Stock Exchange, to conduct an annual Social Impact Assessment (SIA) of specific projects/programs/interventions placed below for which funds were obtained through a process of listing on BSE/NSE Social Stock Exchange. The boundary of our assessment is restricted to the activity in the financial year [.....] and for project/s with referenced appendices for Assessors’ Report/s as stated below:

S No	Name of Project / Program / Intervention	State and Districts	SDGs	Financial year	Appendix
1					1
2					2
3					3
4					4
	Total				

This report is prepared exclusively for the benefit of the Client, as defined in the engagement agreement between the Social Impact Assessor (SIA) and the Client.

**2. Management Responsibility**

The management is, *inter-alia*, responsible for identification of programme output in terms of eligible activities under Regulation 292E of SEBI (ICDR) Regulations, establishing and maintaining appropriate performance management and internal control systems and compilation of performance data for reporting purposes.

In relation to the Social Impact Report and more specifically Section 3, referred to in this report contained therein, the management is responsible for ensuring that the Report is prepared in accordance with established social impact assessment methodologies and relevant guidelines and the accuracy and completeness of the information as presented in the Report including a comprehensive assessment of the social impact arising from the organization's activities.

Management is also responsible for disclosing all relevant social impacts, even those that may be perceived as unfavorable. Transparency is crucial for stakeholders to understand the full range of potential social consequences.

**Any other paragraphs as may be considered relevant and necessary**

### **3. Social Impact Assessor Responsibility**

A Social Impact assessment, conducted as an independent, objective and reliable examination of impact of a project / program / project-based activity of a social enterprise, is designed to Assess whether the project / program / project-based activity is operating in accordance with the stated strategic intent and planning, assesses the stated performance in terms of impacts/ outcomes and to provide suggestions, if any, to improve the impact measurement and/ or performance and to provide a report thereon.

This report also includes a specific review of and our comments on the matters as contained in the Social Impact Report prepared by the Social Enterprise and placed before us in Form 2.1.

The Social Enterprise implements / does not implement similar project(s) in the same geographies funded through sources other than through the Stock Exchange. However, such projects, if any, have not been subject to Social Impact Assessment by us and are excluded from the scope and boundary of our assessment.

We conducted our engagement in accordance with SEBI Regulations/Guidelines, as applicable for Social Enterprises listed on a Social Stock Exchange and the terms of listing of the project on BSE/ NSE.

The Social Impact Assessment Report by its very nature involves numerous assumptions, inherent risks, and uncertainties, both general and specific. The conclusions drawn are based on the information available with us at the time of writing this report. No representation or warranty, express or implied, is made with respect to the information contained in this report.

The work was limited to the samples/specific procedures described in this report and were based only on the information and analysis of the data obtained through interviews of beneficiaries supported under the project, selected as sample respondents. Accordingly, changes in circumstances/samples/ procedures or information available could affect the findings outlined in this report.

The deliverables in this report in no way should be construed as an opinion, attestation, certification, or other form of assurance. We have not performed any procedure which can be constituted as an examination or a review in accordance with generally accepted auditing standards or attestation standards. We have not audited or otherwise verified the information supplied to us in connection with this engagement, from whatever source. Further, comments in our report are not intended, nor should they be interpreted to be legal advice or opinion.

To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the client for the report, or for the conclusions expressed in this independent Social Impact Assessment Report and the conduct of the engagement is based on the assumption that the data and information provided to us is complete and true. We expressly disclaim any liability or co-responsibility for any decision, a person or entity would make based on this report.

**Any other paragraphs as may be considered relevant and necessary**

#### 4. Work Undertaken

We have conducted a social impact assessment of the projects(s) placed before us and also examined the Annual Social Impact Report in Form 2.1 by performing procedures including review of records of the Social Enterprise, documents in relation to projects assessed, conduct of surveys, review of survey responses, field visits, meetings with communities served and such other procedures as considered relevant and necessary (ADD/ DELETE METHODS USED).

We have also examined a sample of the data and the sources of information on which the Social Impact Assessment Report is based. The annual social impact assessment consisted of sample verification of communities/ segments in ..... account for... percentage of the project.

#### 5. Independence

The social impact<sup>1</sup> assessment was conducted by professionals with domain knowledge of the concerned thematic subject, and suitable skills, competence and experience in social impact assessment in the thematic area as per SEBI requirements for Social Impact Assessment.

Our work was performed in compliance with the requirements of the Code of Conduct for Social Impact Assessors of <SRO>, which requires, among other requirements, that the members of the assessment team be independent of the organization assessed. The Code also includes detailed requirements for practitioners in relation to integrity, objectivity, professional competence and due care, confidentiality and professional behavior. The social impact assessment organization has systems and processes in place to monitor compliance with the Code and to prevent conflicts regarding independence.

#### 6. Report

Our detailed report, concluded based on discussions with the client on each of the listed projects is placed in **Appendix (\*one or more...)** appended to this report and includes the following details on a project wise basis:

- Name of the project and Appendix No.
- Scope and objectives of the Social Impact Assessment
- Approach & Methodology, if any, used, including Sampling, Data collection and study Limitations, if any
- Project wise Assessors' findings and overall comments including Specific comments of the Social Impact Report placed and recommendations for improvement
- **Any other matters as considered relevant and necessary**
- Status of implementation of Social Impact Assessment Reports of earlier periods
- Annexures (as applicable)

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<sup>1</sup> Impact may not come in initial years and may come later in the fourth or fifth year onwards, in such cases there would not be any impact to report. Hence the word impact should be used very judiciously. Reference may be made to the logic model framework in this regard.

Signature:

Social Impact Assessor Name:

Social Impact Assessor Membership No.:

For Social Impact Assessor's Entity Name:

Social Impact Assessor's Entity Registration No.:

Empaneled with \_\_\_\_\_ (Name of SRO):

Seal of Social Impact Assessor's Organization:

Unique Document Identification Number (UDIN): (if applicable)

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## **Guidance for Preparation of Social Impact Assessors Annual Report**

*(\*To be prepared individually for each project by the Assessor)*

### **Heading: Social Impact Assessors Annual Report for financial year....**

#### **1. Name of the Project and Appendix No.:**

#### **2. Scope and Objectives of the Social Impact Assessment (to be filled only by the Assessor)**

Clearly outline what the Social Impact Assessment would be on, and the focus objectives.

\*The content of reporting should primarily focus on KPIs, stated in the logic model of the project under implementation, applicable for third party evaluation for the period assessed.

\*All omissions from the Social Impact Assessment must be explained. Omissions may include the activities that are not considered for whatever reason.

#### **3. Approach and Methodology (to be filled by the Social Assessors)**

**a. Basic Approach:** Describe comprehensively what has been done to collect and process the information for the Draft Social Impact Assessment for verifying the KPIs stated in the fundraising document relevant for the project period under review. This will include:

- Sampling methodology and sample size
- Mapping of Stakeholders, including response rates and survey and how samples were selected.

**b. Data collection:** Primary and secondary stakeholders consulted with a clear explanation showing how the consultation may be considered representative and participative.

**c. Study limitations:** Any calculations that have been made to measure performance and/or impact, including all assumptions (including internal risks & external risks) made, and any sensitivity analysis used.

#### **4. Supplementary information to be provided by the Assessor**

\*Also include information collected during consultations.

\*Can also state information gathered during consultation that does not sit comfortably under any of the program/ project objectives but is still relevant and should be included in the Social Impact Assessment.

#### **5. Assessors' Overall comments**

Assessors will comment on correctness and authenticity of information after due verification of the information provided by the Social Enterprise.

Signature:

Social Impact Assessor Name:

Social Impact Assessor Membership No.:

For Social Impact Assessor's Entity Name:

Social Impact Assessor's Entity Registration No.:

Empaneled with \_\_\_\_\_ (Name of SRO):

Seal of Social Impact Assessor's Organization:

Unique Document Identification Number (UDIN): (if applicable)