Dear sir / Madam

I am working on a topic — A Critical Study of CSR Activates of Large Scale Enterprises in Western Maharashtra” for my Ph.D degree under the guidance of Prof W. K. Sarwade, Dean, Faculty of Commerce, Dr. Babasaheb Ambedkar Marathwada University, Aurangabad. I have prepared an interview schedule to collect information from the companies located in Western Maharashtra. I request you to kindly spare your valuable time and provide the information. The information collected will be used for academic purpose only

I request your kind cooperation.

Yours faithfully

Mr. Vikram P. Baranbas

Research student
QUESTIONNAIRE

Name of the Organization:

Date of establishment:

Address

Nature of Economic Activity

a. Manufacture sector  b. Services sector

Nature of the Organization

a. Public sector  b. Private Ltd  c. Partnership  e. any other

Employment Structure:

<table>
<thead>
<tr>
<th>Employment</th>
<th>Male</th>
<th>female</th>
</tr>
</thead>
<tbody>
<tr>
<td>Number of full time employees</td>
<td></td>
<td></td>
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<tr>
<td>Number of part time employees</td>
<td></td>
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<tr>
<td>Number of senior managers</td>
<td></td>
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<tr>
<td>Number of temporary worker</td>
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Please provide a brief write-up, wherever details are request

1. Does the company believe in Corporate Social Responsibility (CSR) policy?
   Yes / No

If yes which for the following best describes your policy?

1. It is incorporated in our policy document
2. We don’t have a written policy, but we take up CSR activities

2. Please explain how your company would define corporate social responsibility?

3. How do you gain by Corporate Social Responsibility (CSR) activities?
   A. It improves productivity if CSR is extended to employees
   B. It creates self satisfaction in contributing to CSR activities
   C. It improves the market image or brand equity
   D. It improves employer and employee relationship
   E. Any other, please explain

4. Do you have a specific budget for CSR activities in your company? 
   Yes / No

5. What percentage of your profit is spent on CSR activity?
   A. Less than .2% B. .2% - .5% C. .5% - 1% D. More than 1%

6. How the CSR initiatives are designed?
   A. Manager decides randomly
   A. Take professional help from consultant
   B. Have a separate cell headed by a professional
   C. Charitable trust
   D. Any other, please explain

7. Is there any change in your CSR initiatives during the past five years? 
   Yes/ No
   If yes, how
   A. Increased spending as we got profits
B. Increased our activities due to collaboration with government
C. Increased our activities due to collaboration with NGOs
D. We became more professional in our CSR initiatives
E. Increase in the activities/coverage under CSR
F. Increasing CSR amount by popular branding
G. Spending less due to economic crisis
H. Reduced our coverage of issues
I. Any other, please explain

MEASURING OF CORPORATE SOCIAL RESPONSIBILITY

Economic responsibility

8. Who are the major stakeholders in your company?

9. Does the company declare dividend to stakeholders? Y/N if yes
   A. Less than 2% B. 2%-5% C. 5%-10% D. More than 10%

Legal responsibility

10. What is the wage structure in the organization?
    A. Company has separate wage structure
    B. Minimum wage salary fixed by government

11. How often wage structure is reviewed?

12. Does the company have any policy to abolish child labor? Yes / No

13. Do you encourage labor unions? Yes / No
14. How many workers are member of labor associations/unions?

15. What is your action when employee doesn't report on time?

16. Does the company have the overtime policy? Yes / No
How much is paid for overtime?
A. Not applicable  B. 1 time  C. 1 1/2 times  D. 2 times

17. Are there wage differences between men and women? Yes / No
If yes why are they different?
A. Nature of men work  
B. Men are more experts  
C. Government policy

18. Does the company have insurance policy for employees/ registered with ESI
covering whole family? Yes / No

19. Does the company have a policy of giving weightage to local people while
recruiting? Yes / No

20. Does the company products have ISI standard? Yes / No

21. Does the company have ISO standard? Yes / No

**Ethical responsibility**

22. Does the company encourage wage negotiation? Yes / No
23. What are the special provisions for the female employees?
A. Maternity leave  B. Flexible timings
C. Providing baby sitting  D. Any other

24. Does the company organize cultural events /competition and etc?

25. Are there any mechanisms in place for ensuring occupational safety for
employees/workers at the workplace? Y/N

26. Which kind of guidelines does the company have regarding?
A. Recruitment  B. Termination
C. Career advancement  D. Performance appraisal
E. Professional/employee ethics

27. Does the company have an integrated healthcare policy for employees? Yes / No

28. Does the company have warranty clause for replacement of product? Yes / No

*Philanthropic responsibility*

29. What active steps are taken to increase awareness on company policies among employees?

30. Does the company encourage staff to act responsibly both during and after the
working hours? Yes / No
31. Does the company encourage the employees to suggest to management? Yes / No

32. Does the company have provident fund /pension for employees? Yes / No

33. Does your company provide any training program for employees? Yes / No

34. Are the training programs organized within the company or outside of company?

35. Does the company organize corporate events? (for example travel, tournament) Yes / No

36. Does the company provide the following in the workplace?
a) Rest room
b) Toilet/bathroom separately for men and woman
c) Recreation facility
d) Baby sitting facility

37. Does the company sponsor any social projects like village adoption, school adoption and health camps, etc (please describe) or which social field are most supported by company?
38. Is there a policy to support the family members of an employee? a) Scholarship to the children
   b) Gift to encourage talent
   c) Assistance to the employee with a disabled child d) Employee children
e) Any other

39. How your community based programs are implemented?
   a) with NGO
   b) by community based organization
   c) a special cell in your organization
d) any other specify

*Environment responsibility*

40. What are the initiatives taken to conserving resources in this company?
   a) Using renewable energy
   b) Water conservation/recycling

41. What are the initiatives for protecting environment?
   a) Controlling pollution air/water
   b) Developing green belt