

Socially Responsible Practices at D.Net

January 1, 2009

Authored by: Ananya Raihan

SOCIALLY RESPONSIBLE PRACTICES AT D.NET:

STATUS OF PY 2008-09

According to the decision of the Executive Committee, D.Net will conduct annual assessment of its socially responsible practices and as a part of its annual work plan, an annual plan for improvement of socially responsible practices will be prepared for programme year 2009-10. The benchmark assessment is done at the beginning of programme year 2008-09.

The findings of assessment are presented through the following table in the following order:

1. The Social Responsibility (SR) activities of D.Net are divided into five broad components.
2. Against each sub-component the present practice of D.Net is presented as of September 2008.
3. An evaluation mark is assigned adjacent to each category to guess about the level of SR practices.

Thinker = ! Starter = Δ Mature = O Advanced =

1. Possible future actions to upgrade the SR activities are mentioned.
2. Finally, reference of the particular SR activity in Framework of Internal Governance of D.Net is pointed out.

Components of ISR	Present Practice of D.Net	Evaluation Mark Thinker = ! Starter = Δ Mature = ○ Advanced=	Future Plan	D.Net Constitution/ FIG Reference
I. VALUES AND TRANSPARENCY				
1. Adoption and Scope of Ethical Principles	<ul style="list-style-type: none"> The beliefs and values are documented and disseminated, and applied equally to all levels of the institution. Explicitly make commitments to transparency and the accuracy of information provided to all stakeholders 	Δ	<ul style="list-style-type: none"> Developing a formal code of ethics, regular education and training for the employees and periodic reviews. 	
2. Communication of the organisations's ethical values	<ul style="list-style-type: none"> Encourages the participation of all those affected by the institution's activities and ensures management with transparency of strategies and outcomes 	Δ	<ul style="list-style-type: none"> Identifying and analyzing the expectations and demands from the various groups affected by operations/ activities Conducting expectation survey with D.Net employees and analysis of the results will be shared for improvement 	
3. Communication of Internal practices	<ul style="list-style-type: none"> Publishes all policies, which guides internal operations, constitution, committees and meetings and pay structure for providing complete idea about how D.Net is being run 	○	<ul style="list-style-type: none"> Creating a full-cycle Knowledge management system for capturing and sharing learning within and beyond the institution 	
3. Social Reporting: Communicating socially responsible actions	<ul style="list-style-type: none"> Introduced a publication policy to communicate information on its social, community and environmental activities 	Δ	<ul style="list-style-type: none"> Publishing annually a social responsibility report, describing its social actions, which includes quantitative information 	FIG P.77 Sec. III Publication policy
II. WORKPLACE				
1. Participatory Management:	<ul style="list-style-type: none"> Provides for the participation of staff representatives in management committees 	○		Memorandum and



Components of ISR	Present Practice of D.Net	Evaluation Mark Thinker = ! Starter = Δ Mature = ○ Advanced =	Future Plan	D.Net Constitution/ FIG Reference
Involvement of employees in management	<p>responsible for the strategic planning. There are two elected representatives of employees in the Executive committee. The representatives of the employees are elected initially by the vote of employees and subsequently selected by the Governing body.</p> <ul style="list-style-type: none"> • Monthly staff meetings discusses challenges and problems within institutions and proposals coming out of these meetings are discussed in th other meetings for addressing those problems • All project heads and programme heads participate in monthly meeting to capture lessons from implementation and designing of new project and programmes 			<p>Rules & Regulations Article 10: Executive Committee p.15</p>
2. Profit sharing and performance bonuses	<ul style="list-style-type: none"> • Has a performance bonuses programme that combines an objective evaluation of individual qualifications, abilities and performance with an overall evaluation within the organization. • In addition to offering bonuses related to performance, it has a mechanism to encourage and enable employees to become shareholders. For example, one of D.Net staff became shareholder of a company, where D.Net is a majority share holder. 	○		<p>FIG P.16 Sec. V.9.2 Annual Incentive Bonus</p>
3. Handling of Dismissals	<ul style="list-style-type: none"> • Offers support and/or relocation and/or retraining services, and extends these benefits to all dismissed workers • Offers benefit like earned leave encashment, 	Δ		

Components of ISR	Present Practice of D.Net	Evaluation Mark Thinker = ! Starter = Δ Mature = ○ Advanced = =	Future Plan	D.Net Constitution/ FIG Reference
	gratuity during dismissal unless the dismissal is due to misconduct.			
4. Commitment to Professional Development and Employability	<ul style="list-style-type: none"> Offers regular training and development activities, with the goal of continual improvement of its personnel Provides study leave with all benefits for a maximum period of six months 	Δ	<ul style="list-style-type: none"> Providing financial support for the acquisition of a more universal education that increases the employability of its personnel 	FIG P.12 Sec. IV.4.1.6 Study Leave
5. Concern for Health, Safety and Working Conditions	<ul style="list-style-type: none"> Goes beyond legal obligations and seeks to achieve or surpass the standards of excellence in health, safety and working conditions in its sector Introduced fire fighting facility in line with the government code 	Δ	<ul style="list-style-type: none"> Development of a health, safety and working condition policy ensuring overall benefit of the employees. A group insurance facility will be offered from programme year 2009-10 A crèche facility will be launched in programme year 2009-10 	FIG P.16 Sec. V.10 Insurance Coverage
6. Preparation for Retirement	<ul style="list-style-type: none"> Does not offer a structured programme to prepare workers for retirement A gratuity benefit is offered to all staff going to retirement 	!	<ul style="list-style-type: none"> Offering a structured programme for retirement and also creating opportunities to put the capacities of retirees to good use, and encourages their participation in community social projects Providend fund facility will be offered to all regular staff in programme year 2009-10 	
III. CORPORATE GOVERNANCE PRACTICES				
1. Meeting with	<ul style="list-style-type: none"> Meets regularly with all stakeholders and publishes targeted report along with annual report 	○		

Components of ISR	Present Practice of D.Net	Evaluation Mark Thinker = ! Starter = Δ Mature = ○ Advanced =	Future Plan	D.Net Constitution/ FIG Reference
Stakeholders	regularly and distributes online and off-line			
2. Regular board meeting	<ul style="list-style-type: none"> Board meeting held regularly in every quarter 	Δ		Memorandum and Rules & Regulations Article 6: Executive Committee p.9
3. Board Structure	<ul style="list-style-type: none"> Executive management team is different from Strategic Management 	Δ		
4. Financial Reporting	<ul style="list-style-type: none"> The company balance sheet and financial report is being prepared and shared to the public An independent audit committee, comprising two external members is in place 	Δ	<ul style="list-style-type: none"> Sharing management report with the public 	FIG P.79 Sec. III.4.1 Publication policy: Annual Report
5. Structure, system and procedures for management of the organization	<ul style="list-style-type: none"> Meetings of Board provides executive guideline time to time Follows framework of internal governance, which includes financial management system 	Δ	<ul style="list-style-type: none"> Developing a business manual based on MOA guiding all operation and approval 	
IV. ENVIRONMENT				
1. Recognition of Environmental Impacts	<ul style="list-style-type: none"> Has knowledge of the major environmental impacts caused by its activities/ projects, and focuses preventive actions on processes that threaten the health and safety of workers 	!	<ul style="list-style-type: none"> Assessing the environmental impact of all the projects prior to their initiation. 	

Components of ISR	Present Practice of D.Net	Evaluation Mark Thinker = ! Starter = Δ Mature = ○ Advanced =	Future Plan	D.Net Constitution/ FIG Reference
2. Environmental management practices	<ul style="list-style-type: none"> Are limited to the control of internal activities/projects and developed by the organization itself 	!	<ul style="list-style-type: none"> Using environmental criteria in the selection of the suppliers Making explicit efforts to reduce consumption and to separate and recycle materials 	
3. Responsibility to Future Generations	<ul style="list-style-type: none"> Strictly complies with the parameters and requirements of national legislation 	!	<ul style="list-style-type: none"> Creating new business opportunities or adopt a new model for existing areas, which seeks to develop opportunities related to environmental sustainability 	
4. Environmental Education			<ul style="list-style-type: none"> Conducting environmental education activities and train employees in environmental issues 	
V. COMMUNITY				
1. Relations with the Local Community	<ul style="list-style-type: none"> Take measures to solve complaints and feedback from the community 	!	<ul style="list-style-type: none"> Possessing in-depth knowledge of its current impacts; developing a structured process to register complaints and claims; holding regular meetings to inform local leaders about measures being taken 	
2. Relations with Community Organizations	<ul style="list-style-type: none"> Participates in local organizations and supports several organizations through donations and project financing, and/or carries out its own project that benefits the local community 	○	<ul style="list-style-type: none"> Carrying out educational or other campaigns of public interest in the community 	
3. Philanthropy/ Social Investments	<ul style="list-style-type: none"> Carried out as and when needed During flood, staffs contribute financial resources for flood victims, which are used for various relief 	Δ	<ul style="list-style-type: none"> Allocating funds in the budget and known by employees, and which a committee or working group will manage 	

Components of ISR	Present Practice of D.Net	Evaluation Mark Thinker = ! Starter = Δ Mature = ○ Advanced =	Future Plan	D.Net Constitution/ FIG Reference
	and rehabilitation programme <ul style="list-style-type: none"> During other natural calamities mobilizes resources both from within and outside and participates in relief and rehabilitation programme 			
4. Action Strategies in the Social Area	<ul style="list-style-type: none"> Focuses its philanthropic activities on the development of new methodologies, on strategies for human resources capacity-building in the social area and on the dissemination of successful experiences 	Δ	<ul style="list-style-type: none"> Employing specialists or using consultants in the planning and evaluation of its activities in the social area 	
5. Mobilization of Resources for Social Investment	<ul style="list-style-type: none"> In addition to donations, its own projects and/or mobilization of expertise, it involves its employees and partners in the design and implementation of its social projects has mechanisms to encourage its employees and partners to make donations 	○		
6. Volunteer Work	<ul style="list-style-type: none"> Maintains volunteer support services, providing information about opportunities available in the community and providing logistic and financial support 	○	<ul style="list-style-type: none"> Implementing a structured programme of support for volunteer activities, providing human and financial resources for its operation 	