



Ian Dias Abeysinghe Memorial JASTECA CSR - SUSTAINABILITY AWARDS 2025

SELF EVALUATION REPORT (to be submitted in four (04) copies)

Closing Date (Physical Submission of Hard Copies): 28th February 2025

Comprising of:

- General Data
- Pre-Judging Form - 12 Questions
- Please limit to 350 words for each question when answering the 12 questions. Please print and include a few important photographs in your application folder in support of your application
- Application Submission Guidelines;

GENERAL DATA

Name of the Company:

Year of Registration: Website:

Address:

Business Activity:

Type of Business:

(Government Institution / Private or Public Company / Public Quoted Company / Partnership)

Annual Turnover for Calendar Year 2024 (31.12.2024):

Employee Strength (as at 31st December 2024)

Contact Details (including e-mail):

Compiled by:

(Please include name and designation)

Mobile phone number of the compiler:



JASTECA CSR/SUSTAINABILITY AWARD 2025 – EVALUATION CRITERIA PRIOR FINAL JUDGING BY A PANEL	
Category	Applicable questions
1. Drivers and rationale for the interest	<p>ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – JANUARY TO DECEMBER 2024</p> <p>Please define your CSR/Sustainability activity(s) indicating the locations and with reference to the work done in the <u>year under review</u></p> <p>State the <u>rationale/reasons or drivers</u> for the interest in the said activities/initiative(s)</p> <p>Are you able to state your most threatening social, environmental, or governance related issues/threats/risks that could negatively impact your long term (10-15 years) sustenance of your business? If you have identified, what are the 3 material risks?</p> <p>Provide your justification/argument for your continued interest in Sustainable CSR activities and to overcome the above risk.</p>
2. Principles of Sustainable Development (alignment to globally recognized Sustainability driven Principal body)	<p>Is your entity signatory to any global body of sustainability principles (i.e. UN Global Compact, UNEP Financial Initiative, OECD Principles)?</p> <p>Are your activities guided/linked to any particular global sustainability principles (i.e. UN)</p> <p>Are your activities aligned to any of the 17 global sustainable goals (17 SDGs)? If so, state the specific goal(s)</p>
3. Harmonizing core elements of sustainability with supply chain	<p>Can you give an example of how core elements of CSR sustainability are integrating with your enterprises' supply chain?</p> <p>i.e. Economic growth Social inclusion, Environment Protection,</p>
4. Commitment to Sustainable Development	<p>Apart from your core business can you comment on the sustainable development commitment you have initiated in</p> <ul style="list-style-type: none"> a) Wind energy b) Solar energy c) Efficient water management d) Creating green space e) Sustainable forestry



<p>5. Social & Environmental impact (scale in terms of # of people, improvement in quality of life)</p>	<p>ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – 1 JANUARY TO 31 DECEMBER 2024</p> <p>Please explain <u>with available documentary evidence</u> on how your activity(s) has generated in any of the following areas</p> <ul style="list-style-type: none">a) Labour/Employee Standardsb) Freedom of Expressionc) Inequality/Inclusivity Related Income Generation/Entrepreneurship Developmentd) Gender Equalitye) Women's Empowermentf) Child's Rightsg) Community Goodwillh) Social Integrationi) Environmental Preservationj) Environment Protectionk) Have you created livelihood opportunities in your CSR project for persons with exceptional abilitiesl) To what extent have you recognized values of communal harmony and respect for minorities in your CSR activitym) Anti-corruption initiatives <p>Explain the Social Compliance standards maintained in your CSR activities. (It is not important that the company discusses only the relevant elements of social/environment, instead of attempting to academically cover all aspects - which dilutes the focus. Earlier question on identification of 3 material risks should be the guiding points)</p> <p>Do you find the need to have measurement mechanism to assess the social/environment impacts of your activity?</p> <p>Have you set internal goals or targets set for a year or over a longer period?</p> <p>Comment on your reporting system that you adopt for transparency and accountability – adoption of GRI Guidelines, third party Assurance mechanism, uploading of reports on any public domain, publication of CSR/Sustainability report on a regular basis, use of social media, news articles etc.</p>



<p>6. Transparency & accountability (dissemination of information & reporting in public domain of the intention & claim, process).</p>	<p>ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – 1st JANUARY TO 31st DECEMBER 2024</p> <p>Comment on any positive feedback received on the activity carried by your company/partnership. Please provide source of such information</p> <p>Comment on any negative feedback received from the activity and the source?</p> <p>Comment on the follow-up action taken by the company if any, since then</p> <p>Share any documents including brochures, pamphlets, etc.</p> <p>State any conferences, seminars, or workshops carried out in your establishment aid of such activity</p> <p>Have you received any special recognition for your sustainable CSR activities? E.g. Awards</p>
<p>7. Financial Commitments (significance of commitment to finance by way of recurrent & capital)</p>	<p>ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – 1st JANUARY TO 31st DECEMBER 2024</p> <p>Comment on the funding of your activity - own, donation, contribution from partnership/co-sponsors, contribution from the Foundation, grants etc.</p> <p>Do you have a budgetary allocation for CSR activities? Is it a fixed sum or percentage on profits?</p> <p>Do you include activities and expenditures related to staff benefits as CSR?</p> <p>Have you received any Financial Grants from external organizations in appreciation of your work?</p>
<p>8. Stakeholder engagement (engagement with external stakeholders to identify issues, creating drive/motivation within the org. to advance in a sustainable manner).</p>	<p>For the year under review, describe your end-to-end supply chain of your business?</p> <p>State the critical part of your supply chain to sustain your business in the long term (> 10 -15 years)</p> <p>Who are your dominant stakeholders of your business and why do you believe so?</p> <p>State any challenges experienced with the stakeholders that require attention and engagement?</p>



	<p>Describe whether any of your stake holders in the supply chain are involved in your CSR activity? If so, state the rationale for the engagement? How does this help your business?</p> <p>Has your company’s CSR/Sustainability activity generated awareness among all levels of staff?</p> <p>Areas to be covered can include health & safety, teamwork, partnerships, provision of support line to the dominant stakeholders, resilient supply chain.</p> <p>What are the integration processes that has taken place for the engagement of staff with the external stakeholders?</p> <p>State the kind of training and re-orientation provided to your staff and external stakeholders (if any) relating to the CSR activities. Please describe.</p> <p>Please state the leadership provided by the senior management in the integration process.</p>
<p>9. Technology / Innovation/ Solutions (holistic solutions implemented to mitigate/adopt social/ environment challenges</p>	<p>ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – 1st JANUARY TO 31st DECEMBER 2024</p> <p>Please describe any innovation that has contributed in any aspect of the activity to enable to scale up, enhance efficiency, outreach, products/services, process, delivery etc.</p> <p>Please explain development and diffusion of environmentally friendly technologies if any in your CSR activities</p> <p>Please explain the development of any innovative social solutions that have been embraced by your company to carry out the activity in a smarter efficient way to make a bigger impact.</p>
<p>10. Partnerships (initiatives taken to collaborate to resolve issues which couldn’t have done single handedly.</p>	<p>ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – 1 JANUARY TO 31 DECEMBER 2024</p> <p>Has your CSR activities /Sustainability initiative necessitated multi-stakeholder partnership? If so describe the partnership to understand the rationale and the need of each partner</p> <p>State how the partnership is helping to carry out the business activity?</p> <p>What action and/or business model that have been put in place to ensure continuity of the project/initiative</p>



11. Implementation/Execution (establishment of timelines for execution).	ALL ANSWERS SHOULD BE FOR THE YEAR UNDER REVIEW – 1 JANUARY TO 31 DECEMBER 2024 Explain the structure, monitoring & evaluation framework and the KPIs in place to implement CSR activities/initiative Please describe the time frame and periodic milestones that you identified for your CSR activities/initiative
12. Leadership (demonstration of commitment & effort at the highest level of the org. towards executing & mobilizing resources to make an overall impact)	Is your company's CSR activity looking to integrate sustainability with by business strategy in the near term? A statement from the CEO on the relevance, level of commitment and the future importance of CSR Project and/or Sustainability initiative for his company (not exceeding 250 words)



APPLICATION SUBMISSION GUIDELINES

- Please submit your application **PHYSICALLY in four copies** (NO PDF FILES WILL BE ACCEPTED) reach JASTECA on or before 28th February 2025 **with the evaluation fee of Rs 25,000/-** , drawn by way of an Account Payee cheque in favour of **JAPAN SRI LANKA TECHNICAL AND CULTURAL ASSOCIATION.**
- Applications for more than one project from one applicant organization can be submitted as separate applications accompanying the evaluation fee.
- Evaluation will be carried out by an independent panel of Judges appointed by JASTECA and the decision of the Panel of Judges shall be final.
- Shortlisted applicants may be invited to make a presentation and to face an interview if found necessary. In some instances, Judges may decide to visit your enterprise/project.
- Applications not meeting criteria shall be rejected.
- Application may accompany color photographs highlighting your CSR/sustainability activity.
- Closing Date (Submission of four hard copies physically) is 28 February 2025 **at JASTECA, No 4, Bala Tampoe Lane (Formerly 22nd Lane), Colombo 3**

Compiler’s Name and Designation :
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Complier’s Mobile No and office

Telephone numbers :

Signature of the Compiler : Date:



Declaration by the CEO / Managing Director

We confirm that the submissions made by our Company in quadruplicate is factually correct and we do hereby agree to allow to the judges to visit us to examine our sustainable CSR activities or to represent ourselves before the Panel of Judges in an event further clarifications are needed.

We further confirm that in an event we are successful in receiving an award we have no objection in JASTECA using our details to publicise our initiatives with the objective of encouraging other corporates to take part in the future competitions.

Name of the CEO/Managing Director :

Signature of the CEO/Managing Director: Date:

Company Stamp: Date of application: