



★ ELCINA AWARDS 2025-26 ★

Scheme of Award for: Excellence in Environment Protection & Sustainable Development

There will be two Award Categories: A) Large B) Small & Medium Enterprise

The Award winner will be selected on the basis of total score obtained out of 1000 encompassing various aspects that make up an elaborate but well-structured evaluation system. We had to opt for this detailed appraisal format since we wanted to make sure that the award winner apart from being EMS leader, complies with a host of legal and statutory requirements that are now becoming mandatory. Please refer to the guidelines below the SCORE BOARD before responding for a better understanding of the evaluation format comprising 15 categories. It is recommended that the Application should not exceed 25-28 pages (excluding annexures).

Submissions in graphics with pictures wherever applicable will be preferred with graphs for last three years where trend data is expected.

EVALUATION SCORE BOARD

| S.No. | Categories | Max. Score | Score Obtained |
|--------------|--|-------------------|-----------------------|
| 1 | Framework for ESG/Sustainability Governance | 100 | |
| 2 | KPI for tracking Sustainability Transformation Process | 50 | |
| 3 | Green Operations | 100 | |
| 4 | Resource Conservation Initiatives | 80 | |
| 5 | Cleaner Technologies / Initiatives | 20 | |
| 6 | Environment Monitoring | 75 | |
| 7 | Sustainability Audit: Effective Environment Management Process, Fair Business Practices and Responsible Corporate Governance | 50 | |
| 8 | Emergency Preparedness & Response | 25 | |
| 9 | Legal & Regulatory Compliance Status | 75 | |
| 10 | Interested Party Concern | 50 | |
| 11 | Leadership Commitment: Availability of Resource / Budget | 75 | |
| 12 | Eco-design & End of Life Issues | 50 | |
| 13 | Status of Occupational Health/Improvement in Work Conditions | 50 | |
| 14 | Social Responsibility: Creating Positive Impact on Society beyond Business Activities | 100 | |
| 15 | Case Study: Successful Sustainability Project / Best Management Practice | 100 | |
| Total | | 1000 | |

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General Guidelines for better understanding of the Evaluation Format

a) Cleaner Technologies / Initiatives

- Dilute chemistry for wafer cleaning in semiconductor industry.
- Adopting Lead Free solder / No Lead technology for glass manufacturing units
- RoHS Compliance.
- Direct metallization in PCB units.
- Reducing drag-out in plating operations. Replacing PVC based packing.
- Using paper-based buffers instead of extended polystyrene-based buffers.
- Using same type of micro-etchant for all micro-etch operations in PCB manufacturing.

b) Resource Conservation Initiatives

- Using acidic effluent for neutralizing the alkaline effluent, using rinse water used in one operation in some other operation.
- Using packaging material received along with raw material for packing the products.
- Copper / tin recovery in PCB industries, sulfuric / HF recovery in semiconductor industry.
- Wastewater recycling through ion-exchange, reverse osmosis, any other means of physical or chemical treatment that allows a particular treated wastewater could be used in individual or each subset of operations.
- Employing energy free processes, optimization of energy consumption, reduction of energy losses, installation of energy efficient lighting.

c) Waste Management

- Identify source of waste generation from material handling as well as process operations.
- Conducting training programme on raw material handling, spill prevention, proper storage techniques and waste handling procedures.
- Spill containment used in material storage area.
- Segregation of hazardous and non-hazardous packaging material, types of packaging material and cleaning of containers before disposal
- Reduction of chemical losses, water conservation, reduction of sludge generation etc.

d) Emergency Preparedness and Response

Emergency plan can include:

- emergency organization and responsibilities.
- a list of key personnel with training plans
- details of emergency services (e.g. fire department, spill clean-up services);
- internal and external communication plans.
- information on hazardous materials including each material's potential impact on environment & measures to be taken in case of accidental release.



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e) Environment Performance Indicators (EPIs)

Indicators are a basic and important part of the environmental performance evaluation process. They facilitate the collection of meaningful data and allow accurate expression of environmental information. This information can be used by management to minimize impacts even further. Indicators should be established to cover all systems including management, operational and state of the environment areas or systems.

EPI's generally deal with procedures, plans, and tracking. Examples include training plans, legal requirements, resource allocation, design of control systems, setting of goals, documentation, corrective actions, tracking of parameters and results, identification of root causes, and other activities done primarily by management employees.

These indications reflect the effectiveness of Revenue Conservation, emergency preparedness and Leadership Commitment.

f) Selecting Indicators for the Operational Area

Environmental indicators for the operational area help to assess the actual discharges, waste generated, resources used, and other aspects of the actual facility and equipment used to produce the product or service.

EPIs for the operational areas provide information to management regarding use of resources, energy, etc. and are inputs to the system to assess efficiency. These indicators should also assess outputs from the system such as products, services, wastes, heat, discharges emissions, radiation and others.

Management & Operational systems determine the level of impact on the environment. These indicators should define ways to measure impact on plant and animal life, water, air and other resources.

These EPI's will define effectiveness of Environment Monitoring and effectiveness of Green Operations, Pollution Control & Impact on the environment.

g) Interested Party Concern

Every organization has interested parties. It may be an individual or group concerned with or affected by the environmental performance of that organization. Interested parties of an organization includes:

- i) customers and end users,
 - ii) people in the organization,
 - iii) owners / investors (i.e., shareholders, individuals/groups, NGOs, government authorities that have a specific interest in the organization
 - iv) suppliers and partners, and
 - v) society in terms of community and the public affected by the organization or its products.
- Organisation should share actions taken to develop a green supply chain such as EHS priorities for suppliers, encourage its supply chain to comply with environmental criteria, reduce wastage, get ISO 14001 certification etc.
 - Similarly, its product should comply with RoHS and E-Waste Regulations and contain toxic materials such as Lead, Cadmium, PBB & PBDE etc. within defined levels to address End of Life Issues effectively.

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| Scheme of Award for Excellence in: Environment Protection & Sustainable Development Evaluation Format | | |
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| SI No | Criteria | Max. Score |
| 1. | Framework for ESG / Sustainability Governance | 100 |
| | 1. Provide the organization structure describing how sustainability governance is integrated / placed in the overall organization hierarchy. | 50 |
| | 2. Briefly describe the Sustainability Policy / Sustainability Focus Area / RoadMap for Sustainability Transformation along with Milestones | 50 |
| 2. | KPI for tracking Sustainability Transformation Process | 50 |
| | a) List down the Key Performance Indicators established to track the progress of sustainability transformation process. | 25 |
| | b) Provide the KPI trends with respect to base year towards achieving overall goal. | 25 |
| 3. | Green Operations | 100 |
| | a) Describe the manufacturing process and its environmental implications (Use flow diagrams and tables). Clearly mention the sources of air, water and land pollution. | 10 |
| | b) Give the characteristics of air pollutants emitted and describe briefly the measures taken to abate / mitigate the same. Clearly describe the air pollution control equipment's and its functions. | 10 |
| | c) Give the characteristics and quantities of effluent discharged and describe briefly the measures taken to abate / mitigate water pollution. Clearly describe the effluent treatment plant operation details and profile of water bodies into which discharges flow. | 10 |
| | d) Give the list of hazardous waste (with composition and quantities) generated. Describe the hazardous waste management system with flow diagram including sources, collection, storage, handling and disposal. Please indicate briefly the method to treat such waste to render them made non-hazardous before disposal. | 20 |
| | e) How is biodegradable waste (e.g. canteen waste) managed? | 10 |
| | f) Is plantation undertaken in and around the industry locations / sites? | 15 |
| | g) Describe major measures taken to improve housekeeping to make it environment friendly. | 15 |
| | h) List the sources of noise pollution and describe briefly the measures taken to abate / mitigate the same. | 10 |
| 4. | Resource Conservation Initiatives | 80 |
| | a) List the energy consumption per unit of output during the last three years. Describe the measure taken for reducing the consumption of energy per unit of output (energy units in kWh) and to optimize energy use. | 10 |
| | b) Describe the initiatives taken to move towards renewable energy sources | 10 |

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| | c) Describe the initiatives taken to use recycled materials / sustainable materials | 20 |
| | d) Provide details of objectives, programmes and targets for materials replacement (e.g., substituting hazardous chemicals with less hazardous alternatives; non-biodegradable packaging with biodegradable packaging etc.) | 10 |
| | e) Describe the initiatives undertaken to optimize the material use | 10 |
| | f) Describe initiatives to conserve water resource (e.g., recycling/reuse of water; optimization of water uses; rainwater harvesting etc.) | 20 |
| 5. | Cleaner Technologies / Initiatives | 20 |
| | Has the organization adopted any technology / activity that has resulted in the reduction of hazardous or toxic substances use or has reduced the resource consumption? | |
| 6. | Environment Monitoring | 75 |
| | a) How are you monitoring environmental parameters? Describe the method for evaluation of data. | 10 |
| | b) Give frequency and location (in the factory layout) at which ambient air quality monitoring is done. Give results for last one year. | 10 |
| | c) List the total number of stacks with details like location, height, diameter, and material of construction. Give emission analysis results for last one year for each stack. | 10 |
| | d) Give the discharge effluent water quality analysis results for last one year. | 10 |
| | e) Give details of the ground water monitoring results for last one year. | 10 |
| | f) List the details of in-house facilities available for environment monitoring and analysis. Please indicate the instruments available, periodicity of monitoring and deployment of trained manpower. | 15 |
| | g) How is calibration done for the instruments used for environment monitoring and analysis? | 10 |
| 7. | Sustainability Audit: Effective Environment Management Process, Fair Business Practices and Responsible Corporate Governance | 50 |
| | Please list the improvement actions arising from the Sustainability Audit | |
| 8. | Emergency Preparedness and Response | 25 |
| | Describe the infrastructure available for emergency preparedness / crisis management including Business Resumption Plan | |
| 9. | Legal and Regulatory Compliance Status | 75 |
| | a) Has the facility been cited for the violation of any environmental legislation and regulations and labour laws in the past two years. | -50 Yes / 50 No |
| | b) How does the organization keep track of upcoming legislation? Explain the way in which the compliance against such applicable legislation is ensured | 25 |

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| 10. | Interested Party Concern | 50 |
| | Describe ways in which the organization addresses the environmental & social concerns of interested parties (internal and external). | |
| 11. | Leadership Commitment: Availability of Resource / Budget | 75 |
| | Is an allocation made in the organization’s annual budget for achieving milestones of sustainability transformation roadmap? Give the details of budget versus expenditures made on sustainability projects for last three years. | |
| 12. | Eco-design & End of Life Issues | 50 |
| | a) What are the various environmental considerations taken into account while designing the product / what are the feasible improvements that can be made in this area? | 15 |
| | b) What are the materials in the product likely to cause environmental impact at the end-of-life disposal? Which material in the product can be recovered (techno-economically feasible)? | 15 |
| | c) Describe the initiatives undertaken to reduce the environmental impact at the end of life of the product. | 20 |
| 13. | Status of Occupational Health / Improvement in Work Conditions | 50 |
| | Does the company have a system to monitor the health of its employees to detect signs or symptoms of work-related ill-health so that steps can be taken to eliminate or reduce the probability of adverse impact. (Occupational ill health is defined as the ill health that is judged to have been caused by or made worse by a person’s work activity or environment). Mention steps taken to improve work conditions. | |
| 14. | Social Responsibility: Creating Positive Impact on Society beyond Business Activities | 100 |
| | Describe the contribution of the organization towards the socio-economic development, literacy campaign, health-care assistance, population control, environment conservation and awareness activities. | |
| 15. | Case Study: Successful Sustainability Project / Best Management Practice | 100 |
| | A case study report on successful Sustainability Project / Best Management Practice / Success story detailing any project implemented by the company. (May be summarized in few pages only). | |

NOTES :

- 1 The suggested limit of total pages for this Award is 25. Annexures may be extra but are requested to be kept within 30-40 pages.
- 2 In respect of the Awards for “Environment Protection & Sustainable Development”, two Award Committee Members may, if necessary, visit the plants of the short-listed companies to enable them to decide the final winner for the Awards. Expenses for these visits (like travel, accommodation etc.) for the Award Committee Members will have to be met by the shortlisted companies.
(Revised : 5th July 2023)