



Vision

"To be a global leader in promoting good corporate governance"

Motto

सत्यं वद। धर्मं चर। इष्टार्थे तेन जगते, ब्रह्मैव तेन जगत्।

Mission

"To develop high calibre professionals facilitating good corporate governance"

Scope of Work for Social Impact Assessors

The Social Impact Assessor (SIA) is responsible for managing and executing the impact assessment program, ensuring that it aligns with the organization's objectives and relevant standards. The following outlines the key responsibilities and tasks involved in this role:

1. Communication and Reporting

- **Stakeholder Engagement:** Communicate relevant aspects of the impact assessment program, including associated risks and opportunities, to interested parties.
- **Progress Updates:** Periodically inform stakeholders of the program's progress through established internal and external communication channels.

2. Defining Assessment Parameters

- **Objectives and Scope:** Define clear objectives, scope, and criteria for each individual impact assessment to ensure focused and relevant evaluations.

3. Selection of Assessment Methods

- **Assessment Methodology:** Choose appropriate assessment methods based on defined objectives, scope, criteria, duration, and location. This includes:
 - **On-site Methods:** Conducting interviews, completing checklists, document reviews, and sampling with auditee participation.
 - **Remote Methods:** Utilizing interactive communication for interviews, observations, and document reviews, or conducting non-interactive assessments through data analysis and surveillance means.

4. Coordination and Scheduling

- **Assessment Planning:** Coordinate and schedule impact assessments and related activities to ensure timely execution of the assessment program.

5. Competence and Resources

- **Team Competence:** Ensure that impact assessment teams possess the necessary skills and expertise to conduct assessments effectively.
- **Resource Allocation:** Provide individual and overall resources required for the successful execution of impact assessments.

6. Risk Management

- **Operational Oversight:** Manage operational risks, opportunities, and issues that arise during the deployment of the assessment program, ensuring compliance with established protocols.

7. Documentation Management

- **Information Management:** Ensure that all relevant documented information regarding impact assessment activities is properly managed, maintained, and accessible.

8. Program Review and Improvement

- **Continuous Improvement:** Regularly review the impact assessment program to identify opportunities for improvement and enhance its effectiveness.

9. Social Intent Assessment

- **Intent Evaluation:** Assess the demonstration of the organization's social intent and its alignment with broader social goals.

10. Stakeholder Identification

- **Stakeholder Mapping:** Identify key stakeholders and targeted beneficiaries to ensure that assessments are relevant and impactful.

11. Alignment with Standards

- **SDG Alignment:** Align assessment objectives and goals with frameworks such as the NITI Aayog's SDG India Index and NGRBC guidance etc.

12. Implementation Review

- **Performance Assessment:** Evaluate the implementation and review mechanisms, including variances between intended and actual targets, staff capacity development, benchmarking, and key impact indicators.

13. Methodology Assessment

- **Data Collection Review:** Assess the methodology for data collection techniques, research methods, and desk reviews of existing documents to ensure robustness.

14. Stakeholder Feedback Review

- **Evaluation Response Analysis:** Review stakeholder responses to evaluation questions in the impact report to gauge perceptions and insights.

15. Subject Matter Evaluation

- **Impact Traceability:** Evaluate whether evidenced changes are traceable to the intervention, assess unintended negative impacts, and ensure they are reported.

16. Evaluation Criteria Assessment

- **Impact Mapping:** Assess evaluation criteria, including key impact indicators, and identify quantitative and qualitative metrics against which impact will be measured.

17. Reporting

- **Impact Assessment Report:** Prepare comprehensive impact assessment reports in compliance with relevant standards, such as the SSE (Sustainable Stock Exchanges) guidelines.

The Social Impact Assessor plays a critical role in ensuring that impact assessments are conducted systematically and effectively, providing valuable insights into the social implications of organizational activities. By adhering to the outlined scope of work, the SIA can contribute to the organization's social responsibility goals and enhance its overall impact on society.

Source: NISM Series XXIII: Social Impact Assessors Certification Examination workbook
