



## CORPORATE SOCIAL RESPONSIBILITY POLICY

### 1. INTRODUCTION

Corporate Social Responsibility (CSR) is the University's commitment to function in an economically, socially and environmentally sustainable manner while at the same time acknowledging the interests of its stakeholders. The CSR initiatives of the Botswana Open University (BOU) are a way for the institution to have a positive impact on its customers, employees, stakeholders, communities and the environment in various aspects of its operations. CSR is a way of integrating both the business and social goals of the institution. It is through this Policy that the University will align its CSR activities with its values, vision and mission. The Policy makes clear the institution's commitment to embark on CSR initiatives in an open, honest and ethical manner.

This Policy is anchored on the Vision 2036 Pillar No 4; Human and Social Development which emphasises on Botswana being a moral, tolerant and inclusive society that provides opportunities for all. The Pillar stresses among other aspects social inclusion and equality.

### 2. DEFINITIONS

- 2.1 **Corporate Social Responsibility (CSR)** – is a business approach that contributes to sustainable development by delivering economic, social and environmental benefits for all stakeholders.
- 2.2 **University** – refers to the Botswana Open University.
- 2.3 **Executive Management** – refers to the Vice Chancellor and the Deputy Vice Chancellors.
- 2.4 **Committee** – refers to the CSR Committee
- 2.5 **Initiatives** – projects and activities undertaken by the Committee

### 3. PURPOSE

The purpose of this Policy is to ensure that the University continually enhances value creation in the society and the community in which it operates through its programmes and services and other initiatives so as to promote sustainable growth within the community and the society at large. This will promote the institution as a socially responsible entity which has concern for its environment as well.

#### **4. SCOPE**

The Policy's scope encompasses the undertaking of socially, environmentally and economically viable CSR initiatives by all sections of the University for Sustainable Development of the community and the society at large.

4.1 The Scope of the University CSR shall include the following;

4.1.1 Support that the institution provides to deserving communities/individuals within Botswana for charitable purposes.

4.1.2 Provision of assistance on compassionate and caring grounds.

4.1.3 Provision of scholarships & bursaries to deserving persons as decided by the Committee.

4.1.4 Participation in emerging issues in line with national priorities.

#### **5. POLICY STATEMENT**

5.1 The Botswana Open University through its Corporate Social Responsibility Policy acknowledges its social responsibility to the society and environment it is operating within and also recognizes the important contribution of stakeholders in its existence. This Policy emphasizes the importance of CSR to staff, learners, stakeholders and partners, and that all are fundamental in the institution's continued success. BOU's commitment to CSR is engrained in its core values and commitment to National Vision 2036, and will be demonstrated through its actions and its corporate policies. The Policy emphasizes the University's commitment to make financial provisions for CSR undertakings.

5.2 The University commits to undertaking CSR initiatives which will predominantly relate to the advancement of education and training, in line with its institutional mission.

#### **6. THE PRINCIPLES OF BOU's CORPORATE SOCIAL RESPONSIBILITY**

6.1 The CSR Policy will be implemented with integrity and sensitivity and respect of the rule of law.

6.2 The CSR initiatives shall reflect respect for fundamental human rights and the dignity of people.

## **7. CSR Budget**

There shall be an annual CSR budget prepared by the CSR Committee and approved by the University leadership. The budget will be augmented through various fundraising initiatives as determined by the Committee.

## **8. IMPLEMENTATION**

### **8.1 Roles and Responsibilities**

- 8.1.1 Executive Management shall ensure that appropriate organisational structures are in place to effectively identify, manage and monitor CSR activities and performance relevant to its business.
- 8.1.2 The CSR Committee, under the leadership of the Director, Corporate Relations and Marketing, shall be responsible for the implementation of the CSR Policy.
- 8.1.3 The CSR Committee shall recommend the annual budget for CSR initiatives to Executive Management.
- 8.1.4 Staff shall be encouraged to participate in the BOU CSR initiatives which shall constitute living the institution's values, vision and mission.
- 8.1.5 The CSR Committee shall put in place a mechanism for monitoring the BOU CSR activities and for reporting regularly to Executive Management.
- 8.1.6 The CSR Committee and staff in partnership with stakeholders may embark on fundraising initiatives for CSR activities with the approval of Executive Management.

## **9. REVIEW OF THE POLICY**

The Policy shall be reviewed every three years or earlier as necessary.