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No : GUVNL/HR/45		Date : 08.01.2025	

**To,**  
**Managing Director,**  
**Corporate Office**  
**GSECL/GETCO/MGVCL – Vadodara**  
**DGVCL – Surat / UGVCL – Mehsana / PGVCL – Rajkot**

**Sub : Sports Policy for GUVNL and Subsidiary companies**

GUVNL and group companies are one of the best State PSUs offering sports and cultural benefits to all our employees. These activities have played a pivotal role in overall development of healthy employees in our companies. Over the years GUVNL has been at a forefront for promoting employee health and wellness programs. GUVNL had published sports policy on 01.06.2023 which enabled employees to avail sponsorship benefits while playing National / International tournaments. However, given the evolving sports ecosystem and current needs the existing policy was reviewed for revision.

GUVNL is pleased to announce that Board of GUVNL vide Resolution No. 139.12/2259 dated 19.12.2024 has approved the revised sports policy for employees and dependents of GUVNL and group companies. The revised policy focuses on preparing our employees and their dependents for participating in upcoming Olympic and other major National / International tournaments. India may host the Olympic of 2036 and this policy will help our employees to become successful sports person and actively participate in all the major tournament. The policy also focuses on creating world class sports person from our companies, nurturing talent and contributing to National Goal of bringing glory in Olympic and other renowned tournaments.

The detailed policy is attached herewith for kind perusal. It is kindly requested to direct concern officer to ensure that the policy is widely circulated among all the employees and it is implemented in true spirit.

**J T Ray**  
**General Manager (HR)**

Copy to

1. PS to MD GUVNL
2. PS to Director (Admin/Finance)
3. GM (F&A), GUVNL
4. HR Heads of All companies



# Sports Policy for Employees & Dependents of GUVNL & Subsidiary Companies

## **Preamble**

As we approach the 2036 Olympic Games, GUVNL recognizes the immense potential of its employees to excel in various sports disciplines. In line with our organization's commitment to promoting a healthy work-life balance, fostering teamwork, and encouraging excellence, we are pleased to introduce this Sports Policy.

This policy aims to provide opportunities for our employees to develop their sporting talents, represent GUVNL at national and international levels, and potentially become part of the Indian contingent at the 2036 Olympic Games.

By supporting our employees' sporting aspirations, we hope to not only promote a culture of fitness and wellness but also inspire a sense of pride, camaraderie, and achievement among our workforce.

Through this policy, we envision GUVNL emerging as a beacon of sporting excellence, nurturing talent, and contributing to India's Olympic ambitions.

### **The Rationale:**

1. To identify, nurture, and support talented employees in various sports disciplines.
2. To promote a culture of fitness, wellness, and teamwork among employees.
3. To enhance GUVNL's reputation as a supportive and sporting organization.

## **1.0 Purpose and Scope**

GUVNL and subsidiary companies are committed corporate entities towards promotion of culture for sports, health and fitness within and outside the organization for development of human capital. GUVNL and group companies will strive to bring excellence by tapping latent talent and promote the games in which country has potential for success and competitive advantage. The Policy will also ensure that governance of sponsorship of funds granted for participating in State / National / International tournaments are used judiciously

## **2.0 Objective**

- To Develop world class sports person within our group companies by providing infrastructure & training in various sports activities
- To provide opportunity to employees of GUVNL and Subsidiary companies to participate in State / National / International games to promote good health, physical fitness and sports consciousness in an endeavor to achieve higher productivity and develop all-round personality.
- To generate brand visibility of GUVNL and Subsidiary companies by sponsoring / co-sponsoring employees in various sports / games events at State / National / International level.
- To supplement national effort of helping sports persons reach higher levels of performance and to display national pride.
- To focus efforts on developing select games/sports with potential to develop world class athletes/teams with ultimate aim of bringing State / National / International acclaim/glory.

## **3.0 Eligibility for availing benefit of sports & sponsorship policy**

### **3.1.1 Sponsorship for participation in State / National / International tournaments/games**

GUVNL and subsidiary companies will only consider sponsoring employees only for participation in sports/games/tournaments which will be organized by recognized State/ National / International bodies. The events recognized by the State / National / International sports bodies in the concerned disciplines and in which participation has been officially approved.

### **3.1.2 The employees and their dependents will be eligible for availing benefits of coaching academy.**

### **3.2 Eligibility Criteria**

- 3.2.1 Must be a full time employee working in GUVNL and Subsidiary companies.
- 3.2.2 Must have worked at least one year as a full time employee including VS period.
- 3.2.3 At the time of granting the sponsorship, the employee must be an active sportsperson and should be fit enough to take part in the future tournaments as well.
- 3.2.4 The employee should possess authentic certificate/s relating to achievement / efficiency in game/s sports issued by prescribed certifying authorities before considering eligible for sponsorship.
- 3.2.5 In exceptional cases, MD of respective companies can also grant sponsorship to all those employees irrespective of the number who are being trained at the coaching academy in Vadodara to participate in State / National Level tournaments

### **4.0 Creation of Coaching Academy**

- 4.1 GUVNL will create a world-class coaching academy (In house / tie-up with reputed academy / agency/ institute) for following games.

- Badminton
- Tennis
- Table Tennis
- Chess
- Cricket

Apart from the above games, the possibilities of establishing academy for other games will be explored taking into consideration the feasibility for said academy for respective games.

- 4.2 The coaching academy will nurture talent and promote excellence in all the above games.
- 4.3 The academy will have world-class facilities, professional coaching, and holistic training programs for beginners, intermediate and advanced levels to create champions for State / National / International levels.
- 4.4 The coaching academy will also organize regular tournaments to provide competitive exposure.
- 4.5 The students studying in the GEB School, Vadodara will also be allowed to participate in the tournament organized by coaching academy.
- 4.6 The benefit of the coaching academy shall be offered to the employees and their dependent family members who qualifies as per eligibility clause.

- 4.7 The primary objective of coaching academy is to create a hub for sports excellence, fostering physical fitness, discipline, and competitive spirit.
- 4.8 GUVNL will work closely in co-ordination with Sports, Youth & Cultural Activities Department to align the vision of State Government with for Sports / Olympics etc.

## **5.0 Sponsorship**

- 5.1 The employees who are to be coached at the coaching academy will be encouraged to participate in the State / National / International Level tournaments.
- 5.2 Employees who are willing to participate in State / National / International events will have to seek prior permission of respective company's Managing Director (MD). MD of respective company will be the final authority for granting such sponsorship after carefully considering following criteria's:
- 5.2.1 Level of State / National / International games i.e. Olympic Level, Paralympic games, Common wealth Games, Asian Games etc
- 5.2.2 Individual ranking in the category
- 5.2.3 Number of awards and accolades
- 5.2.4 Results of past tournaments
- 5.2.5 Achievement during past sponsorship if any,
- 5.3 MD of the respective company after careful consideration may grant or reject such permission at its own discretion without assigning any reason if the sponsored employee is found misusing or disobeying the rules of GUVNL.

## **6.0 Sponsorship Amount & Process**

- 6.1 GUVNL and Subsidiary companies will sponsor an amount up Rs. 10, 00,000/- or actual whichever is less for State / National level games and up to Rs. 25, 00,000/- or actual whichever is less for International games annually per employee for participation in State /National/ International level tournaments, for attending coaching camps / selection camps in connection with the State / National / International tournament / games per employee per financial year. The number of employees for sponsorship will be limited to 5 for National/ State per company per year. In case the actual sponsorship amount goes beyond the limit, the MD of respective company may grant the additional sponsorship based on merit of the case. The eligibility of sponsorship shall be decided as per the indicative list for tournament of International/National/ state level as in Annexure A.
- 6.2 A committee shall be constituted by GUVNL for deciding the nominations for sponsorship of employees for international event. The committee shall consist of one

domain expert from external agencies/ institute/ organizations as a committee member. The committee can decide the sponsorship for international tournaments based on the merits of the case/s.

- 6.3 The employees who qualifies for sponsorship will have to submit an application with all the details of tournament/game and tentative expenses for tournament/game. 75% of the amount indicated in the application will be released before the event as an advance. The balance will be reimbursed on completion of tournament on submission of actual admissible bills and after reconciliation of advance granted.
- 6.4 Sponsorship grant in such State/National/International tournaments may be allowed multiple times for state /National/ International tournaments per company per employee in a financial year subject to the capping of amount mentioned in Clause no. 6.1.
- 6.5 If the employees who are granted sponsorship is availing any other grants from either central or state government for participating in State / National / International tournament, other than what is provided by GUVNL and subsidiary companies, the grant provided by GUVNL and Subsidiary companies will be reduced to such extent.

## **7.0 General Terms for Sponsorship**

### **7.1 Timeline of Sponsorship**

- 7.1.1 Employees who are eligible for sponsorship based on the criteria laid down in clause 3 & 5, will be reviewed for providing sponsorship at regular intervals.
- 7.1.2 After careful completion of review, their performance will be assessed by respective MD and based on the performance, the sponsorship may be extended for further. MD of respective company can take opinion of external sports expert in order to evaluate the performance on meritorious grounds.
- 7.1.3 On evaluation of performance, those who have not performed well, will be discontinued of sponsorship.

### **7.2 Clothing Kit / Sports outfit**

- 7.2.1 Employees from GUVNL and Subsidiary companies who are granted sponsorship for participation in State / National / International level tournaments will have to buy necessary sports outfit required to play in the sport/games. The concerned employee will be reimbursed for sports outfit with prior approval from competent authority within budgetary limit of Rs. 25,000/- once in year. This amount is not included in the sponsorship ceiling limit per employee.

7.2.2 The employees who are sponsored for State / National / International level tournaments will require to display the logo of GUVNL on their sports outfit, such as jerseys, tracksuits, athletic shorts and kit bags throughout the tournament.

7.2.3 The employees will have to promote brand image of GUVNL in all the events of the game/tournament.

### **7.3 Exclusivity in Sponsorship/Co-Sponsorship**

Employees who receives grants/sponsorship for State / National / International level tournaments from GUVNL and Subsidiary companies are prohibited to enter into any other sponsorship or co-sponsorship until the time they are sponsored by GUVNL.

In the event of employees availing another sponsorship or co-sponsorship or indulges into promotion of any other brand, by violating the exclusivity clause, the sponsorship of GUVNL will be withdrawn with immediate effect and the employee/s will be required to refund the entire sponsorship amount immediately.

If the sponsorship amount is not refunded, recovery will be made from salary. If the employee chooses to discontinue the sponsorship of GUVNL, then only special leaves will be granted as per clause 7.4

### **7.4 Provision for Leaves / On Duty**

Special leave of 120 days including public holidays in a financial year will be granted to eligible employees qualifying for sponsorship for participating in State / National / International tournament in a financial year for following events:

7.4.1 Participating in State / National / International sporting events within State /Country / Abroad.

7.4.2 Attending coaching camps/pre-selection camps in India / abroad in connection with tournament / games

7.4.3 The period of the actual days on which the employee participates in the events as mentioned in above clauses as also the time spent in traveling to and from such tournaments may be treated as on duty not exceeding 120 in a financial year. Any leaves above 120 days will be debited from employees earned leaves in a financial year. If the leaves are exhausted by employees, it will be considered as LWP.

7.4.4 MDs of respective company will be the competent authority for sanctioning of Special Leaves after careful review.



## **7.5 Travelling / Dearness Allowance**

- 7.5.1 The employees who are granted sponsorship for participation in international tournaments (subject to availability of funds), will be allowed air journey from the shortest route possible. This will include to and from international travel by economy class, visa fees, etc. Boarding and Lodging for such international tournaments will be provided at actual or ceiling @ \$80/per day whichever is less.
- 7.5.2 The employees who are granted sponsorship for participation in State / National tournaments (subject to availability of funds), will be allowed TA/DA as per prevailing rules.
- 7.5.3 Employees who are participating in coaching camp/selection camp in connection with State / National / International level tournaments at locations other than their headquarters in India will be entitled for Boarding & Lodging and TA/DA as per prevailing rules of GUVNL and subsidiary companies.
- 7.5.4 The overall sponsorship (Registration, Airfare, Visa Fees, Boarding & Lodging, TA/DA) is subject to the overall limit of Rs. 10,00,000/- or actual whichever is less for State / National level games and Rs. 25,00,000/- or actual whichever is less for International games is annually per company per employee as mentioned in the clause 6.0

## **7.6 Physiological/Medical Fitment Test**

Employees who qualify for availing sponsorship will have to go for complete medical check-up for their medical fitment test. Those who are not declared fit, will be not be granted sponsorship

## **7.7 Insurance**

It shall be ensured that while proceeding for participating in sports event aboard sponsored by GUVNL, the employees must cover themselves with appropriate insurance, which covers travel medical & health insurance.

## **8.0 Termination/Withdrawal/Cancellation/Suspension of Sponsorship**

GUVNL and Subsidiary companies will immediately **Terminate / Withdraw / Cancel / Suspend sponsorship** in the following event/s:

- 8.1 Any of the employee engages in illegal, indecent, immoral, harmful or scandalous behaviour or activities that may directly or indirectly damage GUVNL and subsidiary companies reputation or goodwill or violates any rules or regulations of the games
- 8.2 In the event that serious irregularities in mis-management of sponsorship fund by any employee.

- 8.3 Suspension of player by the concerned State /National / International body or IOA.
- 8.4 Disciplinary action initiated or contemplated against the employee.
- 8.5 In the event of any other serious irregularities being detected.
- 8.6 In case of misrepresentation of material information or by fraudulent means
- 8.7 Violation of the terms and conditions of this policy or guidelines issued by Government
- 8.8 In case any employee violates the rules of the game like testing positive for dope test or any other acts of misconduct/ indiscipline thereby bringing GUVNL or its subsidiary companies to disrepute, disciplinary action shall be taken besides withdrawal of all benefits.

Upon Termination / Withdrawal / Cancellation / Suspension of Sponsorship, GUVNL and Subsidiary companies will cease to sponsor employee and will be asked to refund the sponsorship amount immediately.

#### **9.0 Other Terms & Conditions**

- 9.1 The employee who is granted the sponsorship under the provisions of this policy, would be obliged to play for GUVNL's team whenever and wherever necessary. Refusal to play for GUVNL's team or failure to obtain prior permission of respective company or play elsewhere would be tantamount to misconduct and shall attract disciplinary action under the service rules applicable leading to withdrawal or recovery of the sponsorship amount.
- 9.2 The policy will be reviewed after two years, taking in to account various factors such as number of employees being trained at coaching academy, performance of employees in various tournaments, number of employees who have availed benefit of the policy, financial situation of GUVNL etc.
- 9.3 The management may discontinue the policy at its discretion without giving prior notice.
- 9.4 In the event of interpretation of any of the clause in the policy, interpretation of GUVNL will be final
- 9.5 This policy supersedes the sponsorship policy issued by GUVNL on 1 – JUN – 2023. However, pending claims under previous policy if any, shall be considered for granting benefits as per the said policy.

**(J T Ray)**  
**General Manager (HR)**

## Annexure- A

Sr	Event / Competition
1	Olympic Games / Paralympic Games / Deaflympics
2	Asian / Para Asian Games
3	Commonwealth / Para Commonwealth Games
4	World Cup / World Championship / Para World Cup Championship / World Championship or Word Cup for Deaf - held quadrennial
5	Youth Olympic Games
6	Youth Asian Games / Commonwealth Games
7	Word Cup / Word Championship / Para World Cup /Para World Championship / Word Championship or Word cup for Deaf - held biennially
8	World Cup / Word Championship / Para World Cup / Para World Championship / Word Championship or World Cup for Deaf - head annually
9	IBSA World Games
10	Special Olympics International
11	World University Games / Championship
12	Asian / Commonwealth Championship / Cup including Para Sports - held quadrennial
13	Asian / Commonwealth Championship / Cup including Para Sports - held biennially
14	Asian / Commonwealth Championship / Cup including Para Sports - held annually
15	Junior / Youth Asian / Commonwealth Championship / Cup including Para Sports - held quadrennial
16	Junior / Youth Asian / Commonwealth Championship / Cup including Para Sports - held biennially
17	Junior / Youth Asian / Commonwealth Championship / Cup including Para Sports - held annually
18	SAF Games
19	SAF junior Games
20	National Games / Para National Games
21	National Championship / Para National Championship / Deaf Sports Nationals
22	Khelo India
23	Deaf Sports National
24	Blind Sports National
25	Special Olympics National
26.	International/National/State Level tournaments recognized/ organized by recognized International/National sports bodies of particular game.

(J T Ray)  
General Manager (HR)