

Sapna Naharwal

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Sapna Naharwal is a seasoned legal expert with more than six years of dedicated focus on corporate social responsibility (CSR). Her skills extend to crafting CSR strategies, budgeting, overseeing grant management, conducting monitoring and evaluation, as well as performing impact assessments. With practical involvement in steering the complete CSR process, Sapna holds a profound understanding of the legal frameworks surrounding CSR. Her primary proficiency lies in ensuring adherence to CSR regulations while concurrently optimizing the societal outcomes of corporate endeavours. She has helped multiple corporates with their CSR management. Additionally, she has provided valuable assistance to numerous corporations in managing their CSR endeavours.

Professional Experience

Senior Consultant

Oct 2024- Present

Delhi, IN

Jindal steel Pvt ltd.- Need assessment study (Project Manager)

- Spearheading need assessment study for CSR interventions in 25 villages of Raigarh, Chhattisgarh

Hindustan Unilever

- Spearheading need assessment and baseline study in Vapi and Umargaon blocks in Gujarat

JP Morgan Chase – Impact Assessment

- Led the impact Assessment study of 3 skill development projects of JP Morgan

Consultant –Ernst & Young LLP

October 2020–Oct 2024

Delhi, IN

Qualcomm India Pvt ltd- End-to-End CSR advisory (Project Manager)

- Leading the end-to-end CSR management of client since 2021 by drawing the annual action plan and subsequently designing the projects, approving proposals, freezing implementation partners after due-diligence.
- Overseeing the implementation of the projects through concurrent monitoring and controlling the deviations through timely corrective measures
- Managing the grant expenditure reviews and leading the monitoring and evaluation
- Managed client billings and collections

Schaeffler India limited- End-to-End CSR advisory (Project Manager)

- Leading the end-to-end CSR management of client since 2023 by ensuring proper agreements with the implementation partners.
- Overseeing the implementation of the projects through concurrent monitoring and controlling the deviations through timely corrective measures
- Managing the grant expenditure reviews and leading the monitoring and evaluation
- Managed client billings and collections

Honda India Foundation -End-to-End CSR advisory (Team Lead)

Gujarat and Rajasthan, IN

- Lead the impact assessment of 8 projects of the client
- Spearheaded the need assessment conducted in 12 villages of Gurgaon and Manesar
- Updated client's CSR policy as per the requirements of the CSR Amendment rules of 2021.
- Conducted proposal reviews of NGOs in line with company's CSR vision
- Conducted due-diligence of the NGO partners
- Conducted grant expenditure review of the projects

American India Foundation Trust (AIFT)- Process Monitoring (Team Lead)

PAN India

- Lead on 'Mission Corona Vijay' -AIFT's COVID-19 Pandemic Response Intervention –Vaccination and Behavior change Campaign
- Led data monitoring team for validation data entered into the application of more than 2 million beneficiaries
- Lead the creation of knowledge bank and project report of the intervention
- Coordinator for 4 NGO partners who implemented the vaccination campaign on ground- Kept track of weekly progress records of these NGOs and provided implementation support
- Tech support person for the application Mission corona Vijay- coordinated between NGOs, client and app developer to

resolve the application challenges faced by NGOs on ground

Barclays Bank- End-to-End CSR advisory (Core team member)

- Updated client's CSR policy as per the requirements of the CSR Amendment rules of 2021
- Conducted grant expenditure review of the projects

Accenture, Saint Gobain, Honda India Foundation, JP Morgan Chase, HUL- Impact Assessment (Team Lead)

- Lead impact assessment of various CSR projects of the mentioned companies.
- Executed the impact assessment by deploying suitable approach and methodology, creating toolkits as per the impact indicators, managed data collection on field, post data analysis created the impact assessment reports.
- Managed client billings and collections

Social Justice and Empowerment Department -Rajasthan (Policy Expert)

- Developed policy brief for Directorate of specially abled person
- Devised equal opportunity policy for State under the Directorate of Specially Abled Persons
- Conducted trend analysis of atrocities against the SC/ST in past years, police response, financial assistance for CM review. Suggested intervention and created plan of action for controlling the cases of atrocities on SC/STs
- Revised the state's guidelines for open shelter for Directorate of Child Rights
- Conducted sessions for stakeholders of child rights and senior citizen welfare.
- Conducted detailed analysis of status of compliance of RPWD Act 2016 and supported the department in overcoming the implementation gaps.
- Supported in ongoing cases of the department in Supreme Court and High Court with support in compliance of the orders.

Business Development for the team

- Worked on multiple proposals and presented the same to potential clients. Successfully converted potential client to active clients
- Generated business leads and converted them to business.
- Got extension on existing clients along with budget appreciation.

Project Manager –Counsel to Secure Justice

August 2020–October 2020

Delhi, IN

UNICEF Chhattisgarh – Training and Capacity building of child protection stakeholders

- Spearheaded the project for capacity building and development of stakeholders of child protection.
- Prepared need assessment tools and based on need assessment, prepared the training material.
- Coordinated the resource persons for the trainings i.e Judges, PPs and other stakeholders.
- Conducted sessions as resource person for SJPU, Child Welfare committees, JJB members.

Associate–Novus professional services

November 2019–March 2020

Gurgaon, IN

- Supported overseas clients in pre trial investigation.
- Prepared evidence and witnesses based on the documents received.

Consultant- Bachpan Bachao Andolan

March 2018–October 2019

Delhi, IN

- Conducted sessions on laws and important judgments on child protection. Prepared reports for the trainings conducted at **Delhi Judicial Academy, West Bengal Judicial Academy, DLSA New Delhi, SJED Jaipur.**
- Coordinated with the labour departments, CWCs, JJBs and DCPUs of respective states of operations.
- Worked on various Public Interest Litigations filed for strengthening the child protection machinery and better implementation of existing legislations in Supreme Court and High Court
- Worked on advocacy of 'The trafficking of Persons (Prevention, Protection and Rehabilitation) Bill, 2018 with coordination strategy for MPs to apprise them why should they speak in favor of the bill on Lok Sabha.
- Worked on need assessment for training and capacity building for child protection stakeholders.
- Worked on integration of facial recognition software with track child portal.
- Worked on digitizing the record keeping of children in CCIs and processes of Child welfare committees.
- Represented Bachpan Bachao Andolan on Red FM '*Bajao for a cause*' by being interviewed at the show and answering audience queries.

Experience in Independent Consultant/ Resource Person

- **Visiting Faculty at Ganpat University-** Taught International Legations and Compliances for MBA Course
- **Resource person for Certified Social Auditor Course-**organized by Ganpat University, Dept. of Social Work
- **Resource person for CSR Project Cycle Management E-Course-** Organized by Ganpat University Navjivan Center for

Education

Course	College/University	Year	Score/Percentage
LLM	Amity University	2022	8.24
LL. B	Campus Law Centre, Delhi University	2017	58.15%
B.com	Maitreyi college, Delhi University	2014	67.76%

Position of responsibility

- NSUI college president from Maitreyi College in the year 2013-14
 - NSUI State Secretary in the year 2013-14
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Awards and Recognitions

- EY's 'I am exceptional' in socially responsible category FY 2021-22
 - EY's 'I am exceptional' in being entrepreneurial category 2022
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Skills Summary

- CSR Compliance
- CSR Strategy
- Compliance- review
- Due Diligence
- Grant management/review
- Implementation Partner Management
- Field Visits and review
- Research
- Policy review
- Stakeholder management
- Drafting
- Communication strategy
- CSR Communications
- Portfolio Management
- Team management
- Client Management
- Stakeholder Management
- Data collection and analysis
- Research designing