

Citizen's Charter

Centre for Socio-economic and Environmental Studies (CSES)

1.1 About the Institute

The Centre for Socio-economic and Environmental Studies (CSES) is an independent, non-profit, non-governmental organisation established in 1996. CSES is a registered society under the Travancore-Cochin Literary, Scientific and Charitable Societies Registration Act, 1955 (Registration No. ER149/96). CSES operates as a non-partisan think tank committed to bridging the critical gap between academia, policymakers, opinion shapers, and the general public through evidence-based research, consultancy, training, and community engagement.

1.2 Core Values

- Evidence-Based Approach
- Non-Partisan Positioning
- Community-Centric Focus
- Participatory Engagement
- Scientific Rigour
- Transparency and Accountability
- Gender Equality and Social Inclusion

1.3 Core Services

CSES offers a range of services to government agencies, local governments, NGOs, academic institutions, and international organisations as listed below:

- Policy-Oriented Research
- Evaluation and Monitoring
- Need Assessment Studies
- Large-Scale Surveys
- Detailed Project Reports (DPRs)
- Training and Capacity Building
- Public Lectures and Seminars
- Community Mobilisation and Action
- Knowledge Dissemination

1.4 Citizen Right

1. CSES undertakes studies funded by different agencies and studies on its own. The reports of unfunded studies is accessible to all free of cost from CSES website (www.cses.org).
2. CSES Annual Reports are published in the website, which is accessible to citizens.
3. CSES library is accessible to all for reference purposes.

CSES will adhere to right to confidentiality and data security and follow ethical research practice in conducting its activities. The publication of the findings of the studies



conducted by CSES for different funding agencies will be governed by the agreement between the client and CSES.

1.5 Accountability and Audit

Annual Financial Audit: Conducted by an external auditor appointed by the General Council

Institutional Audit: Reports submitted annually to the Registrar of Societies and Income Tax Department

Public Disclosure: Annual Audited Financial Report presented in the Annual General Council meeting and accessible to stakeholders

Compliance: CSES complies with all legal obligations under the Societies Registration Act, Income Tax Act, FCRA regulations, 80G regulations and GST provisions

1.6 Inclusive and Non Discriminatory Working Environment

CSES ensures equal opportunity employment without discrimination based on gender, religion, caste, colour, or disability.

CSES has a zero-tolerance policy on sexual harassment and is committed to providing a safe, secure, and dignified working environment for all. CSES has constituted an ICC with a Senior Woman Staff member as Chairperson to receive and address complaints of sexual harassment.

Contact for Grievances

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Last Updated: April 1, 2025

