

IFFCO Kisan Finance Limited
(Formerly Known as Kisan Rural Finance Limited)

Fit and Proper Criteria for Directors Policy

A. REGULATORY FRAMEWORK AND BACKGROUND

The Reserve Bank of India ('RBI') vide its Circular RBI/2014-15/299 DNBR (PD) CC.No. 002/03.10.001/2014-15 dated 10th November 2014 and Master Circular –Non-Banking Financial Companies –Corporate Governance Directions, 2015 dated 1st July, 2015 requires NBFCs to adopt a Policy on Fit & Proper Criteria for directors in view of having increasing integration of NBFCs in the financial sector and their growing systemic significance. Thus, it becomes important that the directors who are responsible for steering the affairs of the companies are fit and proper, besides having the necessary qualifications.

The Policy has been formulated in line with the guidelines provided by the RBI in the RBI Circular and shall be reviewed by the NRC periodically including in the context of any additional guidelines or directions which may be issued by the RBI in this regard.

B. SCOPE AND APPLICATION

1. The Policy shall apply in respect of appointment of directors on the Board of directors of the Company ("**Board**") as well as continuation of the appointment of the directors on the Board.
2. All existing directors on the Board will be required to submit the Declaration and Undertaking (as defined below) and execute the Director Covenant (as defined below) within a period of 30 days from the Effective Date.
3. Subject to paragraph B2 above, the Policy shall be applicable with effect from the date of approval by the Board of Directors of the Company. (*Effective Date*)

C. PURPOSE

1. The objective of the Policy is to set out the 'fit and proper' criteria based on which new directors proposed to be appointed and existing directors whose appointment is intended to be continued can be evaluated.
2. The Company believes that this policy will aid the Company's constant endeavor to ensure that only individuals of high caliber and who possess the right blend of qualifications, expertise, track record and integrity are appointed to the Board.

D. EVALUATION OF FIT AND PROPER CRITERIA

1. Before appointing any person as a director on the Board or continuing the appointment of any such director, the NRC shall undertake adequate due diligence in respect of such individual to ascertain suitability on the basis of the qualification, expertise, track record, integrity of such individual and also such other factors in respect of which information is obtained by the Company in the Declaration and Undertaking (as defined below).
2. The Company shall, prior to the appointment of any person as a director on the Board, obtain necessary information and declaration from the proposed / existing directors for the purpose in the format given at Annex- 2 to the RBI Circular or such other format (where applicable) which may be prescribed for the purpose by the RBI from time to time ("**Declaration and Undertaking**"). The Declaration and Undertaking in respect of the directors on the Board as on the Effective Date shall be obtained from the directors within the timeline specified in paragraph [B 3] above.

3. The NRC shall scrutinize each Declaration and Undertaking received. The NRC shall after considering the result of its due diligence (mentioned in D1 above) and the information provided in the signed Declaration and Undertaking, decide on and recommend to the Board the acceptance or otherwise of the potential new directors or existing directors whose appointment is to be continued or renewed, as the case may be.
4. Without limiting the generality of the foregoing paragraphs:
 - (a) for appointment of independent/non-executive directors candidates meeting the prescribed guidelines as per RBI regulation/ notification shall be considered;
 - (b) no person will be considered for appointment as a director if such person is disqualified to act as director under applicable law.
5. In order to conclude that a person is 'fit and proper' to be appointed as a director on the Board or to continue in that capacity (as the case may be), the Board must be able to form a view that it would be prudent to conclude, on the basis of recommendations of the NRC, that:
 - (a) the person meets the fit and proper criteria expressly set out by the RBI in the RBI Circular or such other or additional criteria (where applicable) which may be prescribed for the purpose by the RBI from time to time
 - (b) the person possesses the qualifications, competence, technical expertise, track record, integrity and judgement to perform properly the duties of a director on the Board;
 - (c) the person possesses the educational or technical qualifications, knowledge and skills relevant to the duties and responsibilities as a director on the Board;
 - (d) the person either:
 - has no conflict of interest in performing such person's duties as a director on the Board; or
 - if the person has a conflict of interest, it would be prudent to conclude that the conflict will not create a material risk that the person will fail to perform such person's duties properly and adequate disclosures are made by the person in this regard.
6. The Company shall require every director on the Board to provide annually, not later than April 30, a simple declaration (reflecting the position as on 31st March) which either confirms that the information already provided to the Board in the Declaration and Undertaking has not undergone any change or where there is any change, specifies the requisite details of such change. Any declarations which indicate a change in the information provided in the original Declaration and Undertaking shall also be scrutinized by the NRC and the NRC shall keep the Board apprised of any such changes.
7. The Board shall ensure that any person who is appointed as director on the Board shall, on or before the date on which such person's appointment becomes effective, execute a deed of covenant in the format given in Annex-3 of the RBI Circular or such other format (where applicable) which may be prescribed for the purpose by the RBI from time to time ("**Director Covenant**"). The Director Covenant in respect of the directors on the Board as on the Effective Date shall be executed between the Company and such directors within the timeline specified in paragraph [B 3] above.

E. QUARTERLY REPORTING

The Company shall provide a statement to the RBI on a quarterly basis (no later than 15 days from the end of every financial quarter) setting out the change of directors of the Company, which statement shall be certified by the auditors of the Company and shall also be accompanied by a certificate of the Managing Director of the Company confirming that the fit and proper criteria in selection of such new directors has been followed.

F. RECORDING OF PROCEEDINGS

The company secretary of the Company shall be primarily responsible for recording proceedings of the NRC and the Board in connection with this Policy.

REVIEW:

The NRC shall, as and when required, assess the adequacy of this Policy and make any necessary amendments to ensure it remains consistent with the Board's objectives, current law and best practices.