

**INFORMATION ON IFCI VENTURE CAPITAL FUNDS LIMITED PURSUANT TO THE PROVISIONS OF RIGHT TO INFORMATION ACT, 2005**

Pursuant to the provisions of the Right to Information Act, 2005 and in compliance with Section 4(1)(b) of Right to information Act, 2005, the following information is published .

Item No.	Provision	Details
4.b.i	The particulars of organization functions and duties	<a href="#">Introduction</a>  <a href="#">Departments and functions</a>
4.b.ii	The powers and duties of its officers and employees	All the officers and employees of IFCI Venture have specific duties and delegated powers as required for the day-to-day functions depending upon their positions/area of work. The Board decides the delegation of such powers of various grades of officials. These powers are reviewed / revised periodically, depending upon the organization's requirement and implemented in line with holding company.
4.b.iii	The procedure followed in the decision making process, including channels of supervision and accountability.	There is a well defined system in IFCI Venture regarding decision making process. IFCI Venture formed committees in respect of lending, investing, recovery and other concerned operational matters. There is a defined organizational structure and clear system of accountability based on RBI / CVC guidelines. Credit decisions approved are by designated sanctioning authority and specified cases are reported to the next higher authority for control / monitoring purpose. The system of exercising proper delegation of power and submission of reports is in place and they are being monitored regularly. Administrative decisions are taken at various levels of Officers and also by Managing Director and officers designated by Managing Director as per the powers delegated to them by the Board.
4.b.iv	The norms set by IFCI Venture for the discharge of its functions.	The policies and norms are duly approved by the Board of Directors of IFCI Venture and necessary instructions are issued.
4.b.v	The rules, regulations, instructions, manuals and records, held by IFCI Venture or under its control or used by its employees for discharging its functions.	There are a number of documents like manuals, book of instructions, circulars, delegation of powers, issued for internal use by the employees for discharging various functions.
4.b.vi	A statement of the categories of documents that are held by IFCI	The documents are classified in terms of confidential (which may not be made available to public) and general. The documents held by the company are

<p>Venture or under its control.</p>	<p>Normally meant for reference within the company by the concerned and responsible officer.</p> <p>1. The following are general documents which are held by the department for effective &amp; efficient working of its operations.</p> <ul style="list-style-type: none"> <li>○ Article of Association and Memorandum of Association</li> <li>○ Manuals developed for conducting business and work.</li> </ul> <p>2. The confidential documents which are exempted from disclosure under section 8 of the Act, are as follows :</p> <ul style="list-style-type: none"> <li>○ Minutes of Board Meetings and General Meetings;</li> <li>○ Legal advice, opinions and recommendations for the purpose of deliberative process in the corporation contained in Intra-departmental &amp; Inter-departmental papers;</li> <li>○ Confidential Reports relating to the performance appraisal of the employees;</li> <li>○ Information Including commercial confidence, trade secrets or intellectual property, the disclosure of which would harm the competitive position of a third party;</li> <li>○ Investigatory records compiled for enforcement purpose , but only to the extent that disclosure which would harm any of the following specified interests:</li> </ul> <ul style="list-style-type: none"> <li>▪ Enforcement proceedings.</li> <li>▪ Fair trial or an impartial adjudication</li> <li>▪ Personal privacy.</li> <li>▪ Confidentiality of investigating sources.</li> <li>▪ Techniques, procedures and safety of law enforcement personnel.</li> <li>▪ Information available to a person in his fiduciary position.</li> <li>▪ Information received in confidence from foreign government.</li> <li>▪ Information, the disclosure, of which would endanger the life or physical safety of any person or identify the source of information or assistance given in confidence of law enforcement or security purpose.</li> <li>▪ Information which relates to personal information the disclosure of which has no relationship to any public activity or interest, or which would cause unwarranted invasion of the privacy of the individual.</li> <li>▪ Information specifically exempted from disclosure by status.</li> <li>▪ Information, disclosure of which would prejudicially affect the sovereignty &amp; integrity of India, Security status, Scientific or economic interest, International</li> </ul>
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		<p>Relations or leads to incitement of an offence.</p> <ul style="list-style-type: none"> <li>▪ Information which has been expressly forbidden to be published by any court of law or tribunal or the disclosure of which may constitute contempt of court.</li> <li>▪ Information, disclosure of which would cause a breach of privilege of parliament or the state Legislature.</li> <li>▪ Any other document which the management in its sole discretion decides to keep as confidential.</li> </ul>
4.b.vii	The particulars of any arrangement that exists for consultation with, or representation by, the members of the public in relation to the formulation of its policy or implementation thereof.	IFCI Venture's shareholders includes IFCI Ltd., Tata Global Beverages Ltd., Tata Chemicals Ltd., IL&FS Financial Services Ltd. and Tata Steel Ltd. The issues concerning the policies can be raised by the above named shareholders in the Annual General Meetings of IFCI Venture. IFCI Venture also publishes its Half Yearly and Annual Results/Reports in IFCI Venture's website and in the newspapers.
4.b.viii	A statement of the boards, councils, committees and other bodies consisting of two or more persons constituted as its part or for the purpose of its advice, and as to whether meetings of those boards, councils, committees and other bodies are open to the public, or the minutes of such meetings are accessible for public.	<p>IFCI Venture Capital Funds Limited is governed by its Board of Directors and its various Committees which are listed below. The Board and its Committees meet at regular intervals and guide IFCI Venture in achieving its objectives. The Board Level Committees of IFCI Venture are:</p> <ol style="list-style-type: none"> <li>1. Audit Committee</li> <li>2. Nomination and Remuneration Committee</li> <li>3. Executive Committee.</li> <li>4. Corporate Social Responsibility Committee</li> <li>5. Risk Management Committee.</li> <li>6. Review Committee on Wilful Defaults</li> <li>7. Recovery and NPA Management Committee of Directors.</li> <li>8. E-Governance Committee</li> </ol> <p>Committees of Executives are as under:</p> <ol style="list-style-type: none"> <li>1. Credit &amp; Investment Committee</li> <li>2. Committee to ascertain Wilful Defaults</li> <li>3. CSR Committee of Executives</li> <li>4. Asset Liability Management Committee.</li> <li>5. Recovery and NPA Management Committee of Executives</li> <li>6. Assets Sale Committee</li> <li>7. Sale of Shares Committee</li> <li>8. NPA Sale Committee</li> </ol> <p>The minutes of Board and Board level committee meetings are not open for general public as per the provisions of the Companies Act, 2013. They are open to</p>

		the inspection of Directors and statutory / regulatory bodies as per the provisions of the Companies Act, 2013.
4.b.ix	A directory of its officers and employees.	The list of officers working at Registered Office are available at our website. <a href="#">View details</a>
4.b.x	The monthly remuneration received by each of its officers and employees, including the system of compensation as provided in its regulations	<a href="#">Scale of Pay &amp; Allowances</a>
4.b.xi	The budget allocated to each of its agency, indicating the particulars of all plans, proposed expenditures and reports on disbursements made.	The budget allocated to each of its functional / operational domain, indicating the particulars of all plans, proposed expenditures and reports on disbursements made are matters of commercial confidence.
4.b.xii	The manner of execution of subsidy programmes including the amounts allocated and the details of beneficiaries of such programmes.	NA
4.b.xiii	Particulars of recipients of concession, permits or authorizations granted by it.	NA
4.b.xiv	Details in respect of the information available to or held by it, reduced in an electronic form.	<a href="#">An indicative list of Information available.</a>
4.b.xv	The particulars of facilities available to citizens for obtaining information including the working hours of a library or reading room, if maintained for public use.	The facilities for availing information are available to citizens at the IFCI Venture's website. Public can also approach CPIO of IFCI Venture whose addresses are given at our website.
4.b.xvi	The names, designations and other particulars of the public Information officers	Chief Operating Officer is designated as CPIO.

**Note:** While adequate care has been taken to make disclosures under the above Sections, there may be some information which may have to be updated or deleted from time-to-time. The same would be taken care at appropriate occasions.