


Delegation of Powers- Credit Department Functions (w.e.f / 2021)

S. No.	Subject	Delegation of Power	Reporting Authority
A		Sanction of Financial Assistance	
		As approved in the extant General Lending Policy	
B		Post Sanction of Financial Assistance	
I		Terms & Conditions for Sanctioned Assistance	
S. No.	Subject	Delegation of Power	Reporting Authority
1	Relaxation in Pre Disbursement Conditions	Credit Operations Committee (COC)	DMD
2	Extension of time beyond the period mentioned in LOI for acceptance of Terms & Conditions and for execution of Loan Agreement	<u>Within validity period of sanction as mentioned in the extant General Lending Policy:</u> COC <u>Beyond time period mentioned in extant General Lending Policy:</u> Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	DMD None
3	Extension of Validity Period of sanction	<u>Within validity period of sanction as mentioned in the extant General Lending Policy:</u> COC <u>Beyond time period mentioned in extant General Lending Policy:</u> Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	DMD None






S. No.	Subject	Delegation of Power	Reporting Authority
4	Extension of tenure of the loan	Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
5	Concession in stipulated rate of interest	Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
6	Extension of time from expiry of time period stated in the LOI, for availability/drawdown of sanctioned loan	Upto 4 months for short-term loans (STL), upto 6 months for all other loans and for all consortium lending cases: COC	DMD
		Beyond 4 months for STL and beyond 6 months for all other loans: Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
7	Approval for change in end use/usage of sanctioned loan	All loans Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
8	Relaxation in terms of sanction in line with the extant General Lending Policy/Lending Operations Instructions	COC	DMD
9	Issuance of LOI	DGM (Credit)	None
II	Disbursement of Sanctioned Assistance		
1	Dilution in set of Core conditions (Core conditions would be those as specifically mentioned in the Memorandum / Minutes as Core conditions while sanctioning assistance)	Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
2	Disbursement of loan /Approval for Issuance of LCN/ Letter of Comfort	First Disbursement/issuance: DMD	MD & CEO

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S. No.	Subject	Delegation of Power	Reporting Authority
		Subsequent Disbursements/ issuances: COC	DMD
3	Conversion of NFB Limits into FB facility/Sanction of payments under guarantees devolvement in case of underwriting issued by IFCI in the event of defaults by the assisted concerns	CGM/ Vertical Head	DMD
III			
1	Permission to change the promoter's contribution from the originally envisaged amount/instrument at the time of sanction.	If DER is deteriorating: Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
2	Release of excess pledged shares where the security cover is more than the stipulated cover Or Release of mortgaged property/land where the security cover is more than the stipulated cover Or Release of excess DSRA/any other excess security.	COC	DMD
3	Permission for pledge / disposal / transfer of shareholdings of promoters / directors etc., beyond the level stipulated in sanction terms	Credit Operations Committee (COC)	DMD
4	Withdrawal of unsecured loans / deposits which are subject matter of restriction by the institutions or variation in terms thereof	Credit Operations Committee (COC)	DMD
5	Approval for NOC of mergers/ demergers acquisitions/ amalgamation/ QIP/ IPO	Credit Operations Committee (COC)	DMD
6	Approval of spread reset / Exercise of put option/ any other prepayment option	MD & CEO	EC

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S. No.	Subject	Delegation of Power	Reporting Authority
7	Relaxation /modification/waiver of terms of sanction (not covered elsewhere in DoP) for cases fully disbursed	Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
8	Recall of loan of standard cases	MD & CEO on the recommendations of DMD	EC
9	Change in DCCO along with consequential changes thereon	<u>Where IFCI is sole lender :</u> Respective sanctioning Authority on the recommendations of Credit Operations Committee (COC)	None
		<u>For Consortium Cases:</u>	DMD
10	Closure of Credit Audit Report	COC	DMD
11	Changes in Financial projections and financial covenants	Respective Sanctioning Authority	None
12	Modification of repayment schedule in proportion to the disbursement and as per the sanction terms	CGM/ Vertical Head	DMD
13	Approval regarding amendments in Memorandum/ Articles of Association/ Bye laws of an assisted company	COC	DMD
14	Relaxation in notice period for prepayment	COC	DMD
15	Full or partial waiver of service charges	COC	DMD

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S. No.	Subject	Delegation of Power	Reporting Authority
16	Allowing time for obtaining IT permission u/s 281 of Income Tax Act, beyond time allowed by Sanctioning Authority	COC	DMD
17	Payment of upfront fee pro rata for disbursement on request of the company	COC	DMD
18	Approval in respect of allotment of shares to FIIs and preferential allotment to promoters	COC	DMD
19	Part or full waiver of payment of additional interest/liquidated damages, other charges/fees etc.	For non consortium cases: For non consortium cases DMD on recommendation of COC	MD & CEO
		For consortium cases: COC	DMD
		<u>For Consortium Cases-To be aligned with the consortium:</u>	DMD
20	Relaxation in payment of prepayment premium	COC	MD & CEO
21	Levy of additional interest for non-compliance of sanction terms	DMD on the recommendation of COC	DMD
22	Change in the manner of appropriation of prepayment on the request of the company or in other cases where excess payment is received through sale of pledged shares/other securities etc.	COC	DMD
23	Appointment/withdrawal of officials/non-officials of IFCI as nominee directors on the Board of assisted concern	DMD	MD & CEO
	Withdrawal of Officials/ non-officials of IFCI as Nominee Directors on the Board of assisted concern in the cases where No Dues Certificate has been issued.	MD&CEO on recommendation of Concerned CGM/ Vertical Head in consultation with Nominee Director Cell.	None
		Concerned CGM/ Vertical Head on recommendation with Nominee Director Cell	DMD

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S. No.	Subject	Delegation of Power	Reporting Authority
24	Extension of time for obtaining external credit rating (beyond the time period permitted at the time of sanction)	COC	DMD
25	Allowing time for obtention of end use certificate beyond the time stipulated in LOI	DMD on the recommendation of COC	MD & CEO
26	Operating escrow accounts of borrowers	Dealing official/ DGM and RO Head (wherever applicable)/ GM (Credit)	Concerned CGM/ Vertical Head
27	Payment to CIBIL towards usage of database and annual fee for Corporate Membership of CIBIL.		
	Payment upto Rs.1 lakh per bill	DGM (Credit)	GM (Credit)
	Payment beyond Rs.1 lakh and upto Rs.2 lakh per bill	GM (Credit)	Concerned CGM/ Vertical Head
28	Payment beyond Rs.2 lakh per bill	Concerned CGM/ Vertical Head	None
	Payment to I-FIN / SHCIL towards Annual Maintenance Charges of Demat A/c, Charges for Pledge Creation, Pledge Invocation etc.		
	Payment upto Rs.1 lakh per bill	DGM (Credit)	Concerned CGM/ Vertical Head
	Payment beyond Rs.1.00 lakh and upto Rs.2 lakh per bill	GM (Credit)	Concerned CGM/ Vertical Head
	Payment beyond Rs.2 lakh per bill	CGM/ Vertical Head	DMD
29	Appointment of valuers from IFCI empanelled panel	RO Head (Wherever applicable)/ GM (Credit)	Concerned CGM/ Vertical Head
30	Appointment of valuer empanelled with Public Sector Bank for valuation (where services of IFCI empanelled valuers are not available)	RO Head (Wherever applicable)/ GM (Credit)	Concerned CGM/ Vertical Head

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S. No.	Subject	Delegation of Power	Reporting Authority
31	Review of - Progress reports - Balance sheets - Site Visit reports - Concurrent Audit reports Board meeting report attended by Nominee Director - other operational reports	RO Head (wherever applicable) / Concerned GM (wherever applicable)	Concerned CGM/ Vertical Head
32	Issue of NOC for sale of flats/ shops/ units in mortgaged property subject to compliance of the following conditions- - 100% of the consideration for the flat/unit is to be routed through the escrow account charged to IFCI -The security cover stipulated by IFCI to be maintained at all times - RERA guidelines being followed -Format for NOCs to be issued, shall be vetted by Legal Department at HO	RO Head (wherever applicable) /GM (Credit) (wherever applicable)	Concerned CGM/ Vertical Head
b.	Issue of NOC for sale of flats/ shops/ units in mortgaged property with dilution in security cover (subject to sale proceeds to be remitted to IFCI up to the extent of at least DSV or as per RERA guidelines)	COC	DMD
33	Aligning due dates of repayment of IFCI's loan with consortium lenders	RO Head (wherever applicable)/GM (Credit)	Concerned CGM/ Vertical Head
34	Payment to valuers/ Auditors and other consultants	RO Head (Wherever applicable)/ GM (Credit)	None
35	Authorising employees of IFCI to access CIBIL database – Commercial Bureau and Consumer Bureau.	DGM	GM (Credit)
36	Withdrawal of rights to access CIBIL database from employees on transfer / resignation / termination of service – Commercial Bureau and Consumer Bureau	GM (Credit)	Concerned CGM/ Vertical Head

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S. No.	Subject	Delegation of Power	Reporting Authority
37	Acceptance of the valuation report	Credit Operations Committee (COC)	DMD
38	Cancellation of assistance remaining unavailed after one year, from the last date of disbursement or earlier at the request of the borrower or expiry of the validity period or otherwise Or Part cancellation of sanctioned amount to maintain stipulated security cover	Concerned GM	Concerned CGM/ Vertical Head
39	NOC for withdrawal of external rating of assisted concern	Concerned CGM/ Vertical Head	None
40	Approval of appointment of concurrent auditors/ consultants / special auditors with scope of work/ TEV Consultants/Rating agency/LIE	Concerned CGM/ Vertical Head	DMD
41	Refund/appropriation of excess amount of interest/guarantee commission/excess fees/commission and/or any other amount which is not due to IFCI but received from an assisted concern	Concerned CGM/ Vertical Head	None
42	Approval for declaration of dividend by assisted concern in excess of the maximum rate stipulated in loan agreement or otherwise	Concerned CGM/ Vertical Head	DMD
43	Appointment of Nodal Officer (designated officer from IFCI who takes care of CIBIL related correspondence)	Concerned CGM/ Vertical Head	None
IV	Security Related Matters		
1	Change/Substitution in Security from the originally proposed security (including Interim Security) with or without dilution in security cover as per terms of sanction. (key condition)	Respective Sanctioning Authority	None

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S. No.	Subject	Delegation of Power	Reporting Authority
2 a.	Ceding of pari-passu charge/ second charge on the assets of an assisted concern in favour of banks/ other institutions without dilution in stipulated security cover, as per terms of sanction.	COC	DMD
b.	Ceding of pari-passu charge/ second charge on the assets of an assisted concern in favour of banks/ other institutions with dilution in stipulated security cover, as per terms of sanction.	Respective Sanctioning Authority	None
3	Permission for extension of time in creation of security (over and above the time given at the time of sanction)	Respective Sanctioning Authority	None
4	Approval for change in the escrow mechanism	COC	DMD
5	Granting of time for filing CHG-1 for corporate guarantee and for CERSAI entry	COC	DMD
6	Permitting the assisted company to issue guarantees in favour of their subsidiaries and others not covered in the sanction terms	COC	DMD
7	To approve extension of redemption period in case of redeemable preference shares	Sanctioning Authority on recommendation of COC	None
8	Permission to sell/ not to sell/ discontinue selling of listed/unlisted shares held as security and fixation of reserve/ floor price	Share Sale Committee consisting of Two Senior Most CGMs and DMD	MD & CEO





S. No.	Subject	Delegation of Power	Reporting Authority
9	Levy of additional interest for non-creation of security including DSRA.	COC	DMD
10	Issuance of NDC/NOC and Release of Securities/ Return of Title Deeds/ Documents after all the money have been repaid and account is closed. Release of excess corporate/personal guarantee on payment of outstanding dues.	RO Head (wherever applicable)/ GM- Credit	Concerned CGM/ Vertical Head
11	Change in security trustee without change in security cover/terms	RO Head (wherever applicable)/ GM- Credit	Concerned CGM/ Vertical Head
12	Issue of letter of authority for creation of joint equitable mortgage	RO Head (wherever applicable)/ GM- Credit	Concerned CGM/ Vertical Head
13	Deputation of representative / observer to attend the meetings of the Board of Directors and shareholders and other meetings of assisted concerns and granting approval for conducting AGMs/EGMs on short notice, along with the approval for voting on agenda items	RO Head (wherever applicable)/ GM- Credit	Concerned CGM/ Vertical Head
14	Release of physical shares and permitting time for subsequent pledge back after de-matting	Concerned CGM/ Vertical Head	DMD
15	Permission to shift any machinery / equipment from one mortgaged premises to other mortgaged premises	Concerned CGM/ Vertical Head	DMD
16	Permission to let out or lease out any part of the mortgaged assets as also to hire machinery/ equipment from others for installation and use on the mortgaged assets	Concerned CGM/ Vertical Head	DMD

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S. No.	Subject	Delegation of Power	Reporting Authority
17	Appropriation of funds in Debt Service Reserve Account (DSRA)/ Fixed Deposit with lien marked in IFCI's favour towards overdues.	GM (Credit)	Concerned CGM/ Vertical Head
Other matters:			
1.	Competent Authority to approve any other operational matters	CGM/ Vertical Head	DMD
2.	Modifications in the Lending Operations Instructions (OI):	MD & CEO on recommendations of DMD and COC.	EC
3.	To approve need based modifications to operationalize RBI's Regulatory package /instructions, pursuant to outbreak of Covid 19 pandemic	MD & CEO on recommendations of DMD and COC	EC
4.	Taking on record annual review for cases sanctioned by CIC/ EC/ Board.	For principal o/s as on date of Annual Review exceeding Rs.100 crore- CIC For principal o/s as on date of Annual Review below Rs.100.00 crore- COC	EC
Notes			
1.	<p>a. Wherever the matter involves legal issues, GM (Law) will be a part of the Committee/Comments of GM (Law) would be obtained.</p> <p>b. For clauses not specifically covered in DOP of Credit Dept. but covered in M&R / Legal Dept.'s DOP, the respective Dept.'s DOP may be used before referring to the DOP for residual powers.</p> <p>c. For cases originally sanctioned by the Board, the power of Sanctioning Authority, wherever applicable, shall be exercised by EC.</p>		
2.	<p>Following clauses have been deleted:</p> <p>a. B.III. 1.b: Improving DER- deleted</p> <p>b. B. III. 14: Request for time for payment of interest and principal not exceeding 30 days (other than reschedulement) from due date.</p> <p>c. B.III. 16: Refund appropriation of excess fee/ commission recovered by IFCI. <i>Subsumed under B.III. 41.</i></p> <p>d. B.III.25: Request for time for payment of interest and principal exceeding 30 days (other than reschedulement) from due date.</p> <p>e. B.III. 44-second part: Resetting of spread on change in rating. <i>Subsumed under B.III. 6.</i></p>		



