

# RTI DISCLOSURES

## 1. Organisation and Function

S. No.	Item	Details of disclosure	Information / Relevant Web Link																		
1.5	Rules, regulations, instructions manual and records for discharging functions [Section 4(1)(b)(v)]	(i) Title and nature of the record/manual/ instruction.	Title and nature of the record/manual/ instruction, which are available on the website of PFC for general public is given below :-																		
			<table><tr><th>Name/ Title of the document</th><th>Weblink</th></tr><tr><td>Annual Reports of PFC</td><td><a href="https://www.pfcindia.com/Home/VS/72">https://www.pfcindia.com/Home/VS/72</a></td></tr><tr><td>Policy for Prevention of Frauds in PFC</td><td><a href="https://www.pfcindia.com/Home/VS/65">https://www.pfcindia.com/Home/VS/65</a></td></tr><tr><td>Fair Practices Code of PFC in terms of Reserve Bank of India (RBI) Guidelines</td><td><a href="https://www.pfcindia.com/Home/VS/62">https://www.pfcindia.com/Home/VS/62</a></td></tr><tr><td>The Code of Business Conduct &amp; Ethics for Board Members and Senior Management</td><td><a href="https://www.pfcindia.com/Home/VS/63">https://www.pfcindia.com/Home/VS/63</a></td></tr><tr><td>Code for Prevention of Insider Trading in PFC Equity Shares/ Securities</td><td><a href="https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1737396430529_Revised%20CodeCS.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1737396430529_Revised%20CodeCS.pdf&amp;path=Page</a></td></tr><tr><td>Policy on Board Diversity</td><td><a href="https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1633451500881_PFCs_Board_diversity_policy.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1633451500881_PFCs_Board_diversity_policy.pdf&amp;path=Page</a></td></tr><tr><td>Policy on Fraud Prevention</td><td><a href="https://www.pfcindia.co.in/ensite/Home/VS/65">https://www.pfcindia.co.in/ensite/Home/VS/65</a></td></tr><tr><td>Policy on Material Subsidiary</td><td><a href="https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1561552854274_Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1561552854274_Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&amp;path=Page</a></td></tr></table>	Name/ Title of the document	Weblink	Annual Reports of PFC	<a href="https://www.pfcindia.com/Home/VS/72">https://www.pfcindia.com/Home/VS/72</a>	Policy for Prevention of Frauds in PFC	<a href="https://www.pfcindia.com/Home/VS/65">https://www.pfcindia.com/Home/VS/65</a>	Fair Practices Code of PFC in terms of Reserve Bank of India (RBI) Guidelines	<a href="https://www.pfcindia.com/Home/VS/62">https://www.pfcindia.com/Home/VS/62</a>	The Code of Business Conduct & Ethics for Board Members and Senior Management	<a href="https://www.pfcindia.com/Home/VS/63">https://www.pfcindia.com/Home/VS/63</a>	Code for Prevention of Insider Trading in PFC Equity Shares/ Securities	<a href="https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1737396430529_Revised%20CodeCS.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1737396430529_Revised%20CodeCS.pdf&amp;path=Page</a>	Policy on Board Diversity	<a href="https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1633451500881_PFCs_Board_diversity_policy.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1633451500881_PFCs_Board_diversity_policy.pdf&amp;path=Page</a>	Policy on Fraud Prevention	<a href="https://www.pfcindia.co.in/ensite/Home/VS/65">https://www.pfcindia.co.in/ensite/Home/VS/65</a>	Policy on Material Subsidiary	<a href="https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1561552854274_Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/ViewFile/?id=1561552854274_Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&amp;path=Page</a>
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			Policy on Materiality of Related Party Transactions	<a href="https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1683559406964_POLICY%20ON%20 MATERIALITY%20OF%20RPT13012023.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1683559406964_POLICY%20ON%20 MATERIALITY%20OF%20RPT13012023.pdf&amp;path=Page</a>
			Policy for determination of Materiality of Events	<a href="https://pfcindia.com/ensite/Home/VS/68">https://pfcindia.com/ensite/Home/VS/68</a>
			Whistle Blower Policy	<a href="https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1490188785276_WBP.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1490188785276_WBP.pdf&amp;path=Page</a>
			Policy on Procurement Plan- Annual Procurement Plan	<a href="https://www.pfcindia.com/Home/VS/125">https://www.pfcindia.com/Home/VS/125</a>
			Policy on Dividend Distribution	<a href="https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1747395560632_Dividend%20Distri bution%20Policy.pdf&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1747395560632_Dividend%20Distri bution%20Policy.pdf&amp;path=Page</a>
			Policy for training of Board Members	<a href="https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1519129010410_CCE20022018ENG.p df&amp;path=Page">https://www.pfcindia.co.in/ensite/Default/Vie wFile/?id=1519129010410_CCE20022018ENG.p df&amp;path=Page</a>
		(ii) List of Rules, regulations, instructions manuals and records.	<p>Important Manuals which are being used by the employees of the Company for discharging their functions are given below:</p> <ul style="list-style-type: none"> <li>• HR manual,</li> <li>• Procurement manual,</li> <li>• Vigilance manual,</li> <li>• Resource Mobilization Manual (Domestic and International)</li> <li>• Servicing Manual (Domestic and International),</li> <li>• Investment Manual,</li> <li>• Risk Management Policy etc.</li> <li>• Delegation of Power</li> </ul> <p>The following statutory records are also maintained by PFC :-</p> <ul style="list-style-type: none"> <li>• Register of Members,</li> <li>• Register of Directors and KMPs,</li> <li>• Register of Charges and</li> <li>• Register of Contracts or Arrangements in which Directors are interested, etc.</li> </ul>	
		(iii) Acts/ Rules manuals etc.		

		(iv) Transfer policy and transfer orders	The Transfer policy and transfer orders are placed at the below mentioned link:-  <a href="https://pfcindia.com/ensite/Home/VS/10176">https://pfcindia.com/ensite/Home/VS/10176</a>
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