

Sl.	Name of the Department	Area of Operations / Function (in brief)
1	Credit	Credit appraisal / vetting of new proposals, disbursement of loans, monitoring of standard cases, business development, restructuring of stressed accounts etc. in respect of infra and non-infra projects.
2	Monitoring and Recovery	Handling all NPA cases and unquoted equity cases
3	Advisory	Advisory and syndication activities Govt. of India, has appointed IFCI (being PFI) as Verification Agency for verification of claim seeking incentives under the M-SIPS since May 2017. The Scheme mainly provide 20-25% subsidy for investment in capital expenditure for setting up electronic manufacturing units. It provides incentives for 4 categories of electronic products and product components. Units across the value chain starting from raw materials to assembly, testing and packaging of these product categories are included.
4	MIS	Collation of Information, MIS, filing of corporate returns, Research etc.
5	Legal	Legal matters – business documentation, security creation, extension of charges and legal audit, business litigation, empanelment of advocates, corporate legal advisory, NCLT/NCLAT & non business litigation
6	Integrated Risk Management	Identification, assessment, measurement, monitoring and mitigation of credit risks
7	Human Resources	Manpower planning, Recruitment, Confirmation, promotions, Transfer and Postings, Training and Development, Employee Welfare schemes, Holiday Home , Medical Insurance
8	Establishment	Monthly salary processing, loans and advances, LFC, medical bill processing, taxation, actuarial valuation, Pension, gratuity and PF Management
9	Services	Cab Management, Daak Management, employee services, photocopy machine maintenance etc.
10	Internal Audit	Internal Audit of Regional Offices and Head Office Departments.
11	Integrated Treasury and Investment	Mutual fund investment, Govt. Securities trading, equity investment, forex operations, IPO analysis, venture fund investment and monitoring, funds deployment
12	Corporate Accounts and Taxation	Corporate accounts of IFCI, Cash and Bank Operations, Compliances of Direct and Indirect taxes
13	Corporate Planning	Corporate Planning, Budgeting, Research etc.

14	Loan Accounting	Asset classification, loan accounting portfolio, debiting of other expenses
15	Resources	Resource Raising, debt servicing, Credit Rating of Borrowings, Term Loans and Commercial Papers
16	Information Technology	IT infrastructure – hardware and software, IT services, IT support, network management, software development etc
17	Corporate Communication, Rajbhasha, Public Grievances, Social Media Management	Media Communication / Public Relations, ensure compliance of the constitutional provisions regarding official language and to promote the use of Hindi for official purposes.
18	Co-Ordination With Ministries	Co-ordination with different Ministries for providing information as per requirement
19	Centralized Procurement	Procurement of goods, works and services on behalf of IFCI and its subsidiaries
20	Estates & Security	Managing Office premises, real estate, housing facilities to employees etc. and security arrangements of the premises
21	Sugar Development Fund (SDF), JDF & TUF	Nodal agency of GOI for loans/assistance under SDF. Monitoring of SDF cases, examination of new loan proposals, loan documentation, creation of security and recommendation of disbursement, submission and realization of agency commission bill, reconciliation of SDF accounts with CCA, SDF loan accounting and coordination with SDF audit, SDF MIS
22	Subsidiaries & Associates	Handling matters relating to subsidiaries & associates of IFCI
23	Corporate Social Responsibility (CSR) & IFCI Social Foundation	CSR projects sourcing, evaluation, sanction and monitoring, brand and image building, resource raising and engagement with external stakeholders
24	Company Secretary and Compliance	Handling company law matters, compliances required by SEBI and listing Agreements. Secretarial work connected with meetings of Board of Directors, Executive Committee etc. Handling equity shareholder's grievances. To ensure various compliances including sending reports & returns to RBI/ SEBI, other regulatory bodies and the Government of India
25	CEGSSC Fund	Credit Enhancement Guarantee Scheme for Schedule Castes has been launched by the Ministry of Social Justice & Empowerment, Government of India. IFCI is the nodal agency for the Scheme, under which Guarantees are issued to Banks for financial assistance provided to Scheduled Caste Entrepreneurs.
26	Vigilance	Vigilance matters

27	RTI	RTI related work
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