

### Integrated Delegation of Power

#### Delegation of Power for Schemes of Government of India /State Governments

Sl. No.	Particulars	Delegation
<b>1.</b>	<b>Appraisal / Modification</b>	
(i)	Activation of Login ID.	DGM
(ii)	Acknowledgment of Application after brief assessment for completeness.	DGM with report to GM
(iii)	Acceptance of Site Visit Report.	DGM
(iv)	Submission of Appraisal Report/Memo for companies eligible under the scheme and determining ceilings to concerned Ministry/ Department/ State Industrial Corporation for approval.	Committee for Advisory Function (CAF 2) (Refer Note for CAF 2). GM/DGM (In charge) to recommend the proposal.  For SPECS GM/DGM (In charge) with report to CGM
(v)	Submission of Appraisal Report along with documents and Undertakings from the PLI or Capex Scheme Division to the Compliance Department	DGM
(vi)	Approval & Comments of Compliance Department on Appraisal Reports	In-Charge Compliance (Advisory)
(vii)	Issuance of Approval / Rejection / Modification letter to Applicant on the basis of recommendation/ approval of concerned Ministry / Department/State Industrial Corporation.	GM/DGM (In-Charge) with copy to Concerned Ministry.
(viii)	Submission of Baseline Report to Compliance Department alongwith documents and undertakings from the PLI or Capex Scheme Division to the Compliance Department	DGM
(ix)	Approval & Comments of Compliance Department on Baseline Reports	In-Charge Compliance (Advisory)
(x)	Approval of Baseline report to concerned Ministry/ Department /State Industrial Corporation for approval.	Committee for Advisory Function (CAF 2). GM/DGM (In charge) to recommend the proposal.
(xi)	Issuance of baseline determination letter to Applicant on the basis of	GM/DGM (In-Charge) with copy to Concerned Ministry.



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	recommendation/approval of Concerned Ministry / Department /State Industrial Corporation.	
(xii)	Approval for submitting comments on Loan Applications forwarded by SDF, GoI.	GM/DGM (In-Charge)
(xiii)	Closure of application pre/post issuance of acknowledgement letter under SPECS post receipt of approval from MeitY	DGM
<b>2.</b>	<b>Sanctions</b>	
(i)	Approval for submitting draft TPA to SDF, GoI for vetting after approval of Legal Department.	GM/DGM (In-Charge)
(ii)	Approval for submitting FACR/DSCR/ other data of Sugar Companies.	AGM with report to reporting officer.
(iii)	Approval for recommendation of extension of Administrative Approval to SDF, GoI based on Company's request.	Manager with report to reporting officer.
<b>3.</b>	<b>Security Matters</b>	
(i)	Approval and vetting of Legal Documentation / execution of financing & Security documents in terms of Sanction letter post consultation with dealing officer.	Law officer posted at SDF / Advisory with approval of DGM(L), Advisory. In the absence of DGM(L), Advisory, DGM(L), Compliance.
(ii)	Approval for confirming security creation after confirmation from Legal Department and other terms and conditions of the Sanction Letter.	GM/DGM (In-Charge)
(iii)	Approval for release of security documents/ Bank guarantees, after receipt of "No Dues Certificate"/permission from GoI.	GM/DGM (In-Charge) /Head of RO
(iv)	Renewal/ Replacement of Bank Guarantee (BG).	DGM with report to GM.
(v)	Issuance of NOC for creation / extension of charge of SDF's assisted concerns in favor of other lenders after receipt of approval from GoI.	GM/DGM (In-Charge)

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(vi)	Approval for issuance of No Dues Certificate based on Company's request to SDF, GoI, after receipt of permission from GoI.	Manager with report to reporting officers.
(vii)	Recommendation for issuance of No Dues Certificate based on Company's request to SDF, GoI.	DGM with a report to reporting officer.
(viii)	Approvals for acceptance of All Title documents – (Mortgage/ Security Creation etc.)	GM(L)
(ix)	Legal Documentation signing – post vetting of legal documentation.	Concerned DGM/ DGM(L) Advisory
<b>4.</b>	<b>Verification of Claim</b>	
(i)	Acceptance of Inspection/ Site visit Report	DGM
(ii)(a)	Approval for submission of Memo recommending Evaluation of eligibility / Capital subsidy claim for capex schemes (KITS, MSIPS, future capex schemes)	<p>For claims up to ₹10 crore, respective GM/DGM (In-Charge) will have approving power.</p> <p>For claims above ₹10 crore, Committee for Advisory Function.</p> <p>Note:</p> <ul style="list-style-type: none"> <li>— Incentive claim will be processed by the team headed by respective DGM.</li> <li>— All compliances in respect of submission of Memo recommending Evaluation of eligibility / disbursement shall be confirmed by the Head of Compliance Function in Advisory Services Department.</li> </ul> <p>- Submission of Memo recommending Evaluation of eligibility / Capital subsidy claim for capex schemes to Concerned Ministry / Department/ State Industrial Corporation shall be done by the concerned DGM / GM.</p>

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(ii)(b)	Approval of Incentive claim verification report for disbursement of subsidy under SPECS	Committee for Advisory Function  Note: —Incentive claim will be processed by the team headed by respective DGM/GM. All compliances in respect of submission of Memo recommending disbursement shall be confirmed by the Head of Compliance Function in Advisory Services Department.
(iii)	Approval of Memo recommending disbursement of Incentive claims to Concerned Ministry / Department/ State Industrial Corporation for approval:	For claims up to ₹10 crore, respective GM/DGM (In-Charge) will have approving power. For claims above ₹10 crore, Committee for Advisory Function.  Note: —Incentive claim will be processed by the team headed by respective DGM. —The claim will be vetted by an Independent External Concurrent Auditor. —All compliances in respect of submission of Memo recommending disbursement shall be confirmed by the Head of Compliance Function in Advisory Services Department. -Submission of Memo recommending disbursement to Concerned Ministry / Department/ State Industrial Corporation shall be done by the concerned DGM / GM.
(iv)	Approval of Memo recommending Investment Verification report to Ministry in cases where the investment is verified during the year and completion report is to be submitted to the Ministry separately.	GM/DGM (In-Charge)
(v)	Submission of Claim verification Report along with documents and undertakings	DGM

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	from the PLI or Capex Scheme Division to the Compliance Department	
(vi)	Approval & Comments of Compliance Department on PMA Reports and Undertakings	In-Charge Compliance (Advisory)
(vii)	Issuance of Claim Sanction Letter on the basis of approval by concerned Ministry / Department / State / Industrial Corporation/ PMA	GM/DGM (In-Charge) with copy to Concerned Ministry.
<b>5.</b>	<b>Disbursement and Management of Funds</b>	
(i)	Opening & Closing of all type of Bank account (for PLI & other Govt. Sponsored Schemes), authorization and nomination for operation of Bank accounts by officers.	CGM
(ii)	Submission of Budgetary Requirements to Concerned Ministry	GM/DGM (In-Charge) with report to concerned reporting officer.
(iii)	Booking / closure of Fixed Deposits /other instruments out of funds received from Concerned Ministry.	DGM with report to GM.
(iv)	Disbursement of Incentive to Applicant.	GM/DGM (In-Charge) after vetting by an Independent External Concurrent Auditor and Compliance department. <u>For SPECS:</u> GM/DGM (In-Charge) with report to CGM and copy to Concerned Ministry after vetting by Compliance Department
(v)	Raising Invoice to Concerned Ministry / Applicant.	Case Officer as maker with reporting officer as checker.
(vi)	Transfer of application money received from applicants, Refund of interest/ surplus /unutilized funds to Concerned Ministry/ Department / State Industrial Corporation.	DGM with report to GM
(vii)	Approval for forwarding Disbursement Recommendations / Restructuring proposal to SDF, GoI for different schemes of SDF Loans- other than Cane	GM//DGM (In-Charge) with report to CGM.

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	Development Loan (Disbursement recommendation for Cane Development Loans are forwarded by respective State Governments).	
(viii)	Approval for remittance of Funds received from SDF assisted concerns to SDF, GoI.	Manager with report to reporting officer
(ix)	Approval for forwarding Disbursement Recommendations to ISM	GM//DGM (In-Charge)
<b>6.</b>	<b>Repayment Schedule</b>	
(i)	Approval for sending Repayment Schedule to sugar factories / companies where SDF Loan has been disbursed.	AGM
<b>7.</b>	<b>Custody of Documents</b>	
(i)	Custody of any documents obtained in physical form	DGM
(ii)	Custody of legal, security and other relevant documents to be handed over by SDF department / Advisory Department to Legal department.	DGM (L), Advisory through Director/ GM(Law), HO.
<b>8.</b>	<b>Operational Circulars (OCs) and Standard Operating Procedures (SOPs)</b>	
(i)	Approval and modification of OCs / SOPs	GM/DGM (In-Charge) with report to Committee for Advisory Function (CAF 2).
<b>9.</b>	<b>Engagement of Consultants</b>	
(i)	Empanelment / Appointment of Chartered Accountant, Independent External Concurrent Auditor, Cost Accountant, Company Secretary, Lawyer, Valuers of any other professional or consultant (charges to be borne by IFCI / reimbursed by Applicant/Ministry) and yearly performance review.	<p><b>(a) For empanelment,</b> Committee for Advisory Function (CAF 2).</p> <p><b>(b) For appointment and payment of approved charges to consultant</b> GM/DGM (In-Charge).</p> <p>Yearly review to be carried out by Committee for Advisory Function (CAF1).</p>
(ii)	MOU with / Contract with / availing services of background / credentials' verification agencies such as Dun and Bradstreet / Experian or other	DGM with report to GM through a Panel

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	Information Providers / Databases such as MCA, Save Risk or Probe 42 (charges to be borne by IFCI/ reimbursed by Applicant)	
(iii)	Authorising team members to access Information Providers / Databases	DGM with report to GM
(iv)	Membership of any associations including subscription to any journals / magazines / purchase of industry reports.	Up to Rs.50,000/- per transaction – GM/DGM (In-Charge) Above Rs.50,000/- per transaction – CGM
(v)	Approval pertaining to payment of consultants & related works (reimbursable by the applicants)	GM/DGM (In-Charge) with report to CGM
(vi)	Refund of any excess amount received from Applicant towards reimbursement of expenses, application fee, etc.	DGM
<b>10.</b>	<b>Contractual matters with Concerned Ministry/ Department/ State Industrial Corporations</b>	
(i)	Submission of Periodic and other Reports to Concerned Ministry /Department/ State Industrial Corporations	DGM with report to GM
(ii)	Approval for Terms of Agency Agreement including BG.	CGM with report to the next higher Authority.
(iii)	Amendments / Modifications to Memorandum of Understanding (MOU) / Non-Disclosure Agreement (NDA) / Scope of Work / Agency Agreement/ other contractual documents with Concerned Ministry	CAF 2 on recommendation of GM/DGM (In-charge)
<b>11.</b>	<b>IT System / Portal for PLI &amp; other schemes</b>	
(i)	Providing specifications to IT Dept. for designing, updating or maintaining the PLI portal	DGM
(ii)	Engagement of any service provider/ consultant/ auditor or certification	GM (IT, Advisory) with report to CAF 2.

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	agency for any development, maintenance, consultancy, audit/certification services or any other matter related to IT services for the purpose of PLI Schemes and other Advisory Schemes.	
(iii)	Procurement w.r.t. IT needs to Advisory Department	DoP of IT Dept. shall be applicable
<b>12.</b>	<b>Legal Matters</b>	
(i)	Recommendation to concerned Ministry/ Department/ State Industrial Corporation for obtaining permission for initiating Legal action / invocation of BG against defaulting companies/ non-compliant PLI applicants.	GM/DGM (In-Charge) with report to CGM.
(ii)	Approval for invocation of BG after getting approval from concerned Ministry.	Dealing officer with report to reporting officer.
(iii)	Issuing instructions to Banks for invocation of BG on approval from concerned Ministry/ Department/ State Industrial Corporation	DGM
(iv)	Issuance of Recall Notice, post legal vetting.	DGM
(v)	Approval for claiming reimbursement of all legal expenses viz. Appointment of lawyer, filing of court fee, publication expense, Corporate Insolvency resolution process(CIRP) , liquidation expense, Valuation expenses ,Appointment of valuers, Appointment of auditors / CA and other related to recovery matters from SDF, GoI (if agreed by SDF, GoI)	DGM
(vi)	Recommending to SDF-GOI for: i) approvals to initiate insolvency proceedings against defaulting companies (under IBC) in line with the	CGM

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	notification dated 24 March ,2021; ii) approval / rejection of resolution plans/ Compromise or Scheme of Arrangement under IBC/ Companies Act.	
(vii)	Appointment of Interim Resolution Professional/ Resolution Professional & fixation of fee.	Legal Head with report to Committee for Advisory Function (CAF 2).
(viii)	Apart from above specific delegations pertaining to Legal matters of SDF, for all other Legal related matters, DOP of Legal Dept. will be followed.	Wherever there is delegated authority mentioned in RO Head in Legal DOP of September, 2022 or as amended from time to time, the same power will be exercised by SDF functional head. Further wherever delegated authority is Legal officer, the same power will be assumed by Legal officer in SDF/ Advisory Department
(ix)	Approval for filing/ defending fresh matters before Civil Court/ District Court/ High Court/ Supreme Court as per instruction/approval of concerned Ministry.	Legal Head with report to Committee for Advisory Function (CAF 2).
(x)	Approval of draft pleadings, petitions, writs, etc. to be filed before Civil Courts/ High Court / Supreme Court /any quasi / legal forum.	DGM (L) jointly with dealing officer not below the rank of DGM of the concerned Department, with a report to CAF 2.
(xi)	Approval of draft applications, reply, affidavit, etc. to be filed in DRT/DRAT/NCLT/NCLAT/other courts.	Manger (L) in consultation with dealing officer.
(xii)	Appointment of advocates/ law firms: i) as per the extant fee structure of IFCI (whether the advocate/law firm is empaneled with IFCI or not); ii) outside the extant fee structure of IFCI (whether	(i) DGM(L) with report to GM/DGM (In Charge) of respective advisory dept.  (ii) Committee for Advisory Function (CAF 2)

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	the advocate/law firm is empaneled with IFCI or not).	
(xiii)	Submission of opinion on legal issues w.r.t PLI schemes/SDF matters/ other Govt. Advisory, etc. referred by concerned Ministry/ Department, where external legal opinion is not sought.	Legal Head with report to Committee for Advisory Function (CAF 2).
(xiv)	References from Scheme Divisions for opinion of Compliance department	Head of Compliance Function (Advisory Services)
(xv)	References from Scheme Divisions for opinion on Legal Implications of actions proposed/ or Legal related Advisory	Legal Head on recommendation of DGM (L) Advisory
(xvi)	Seeking external legal opinion in Advisory Matters	GM/DGM (In-Charge) on recommendation of DGM(L) Advisory
(xvii)	Submission of recommendation on external legal opinion	Legal Head with report to Committee for Advisory Function (CAF 2).
<b>13.</b>	<b>Other Items</b>	
(i)	Approval for Agency Commission to be claimed from GoI and collection thereof.	GM/DGM (In-Charge)
(ii)	Approval for waiver of Agency Commission or any other fees claimed by IFCI but recognised by GoI as "Inadmissible".	CGM up to Rs.10.00 lakh; DMD Above Rs.10 Lakh to 15 Lakh; CEO & MD >Rs.15.00 lakh
(iii)	Approval for waiver of any charges disputed by any applicant in any of the schemes or on account of applicant discontinuing its operations or non-cooperation by any applicant	CGM/Vertical Head up to Rs.10.00 lakh; DMD Above Rs.10 Lakh to 15 Lakh; CEO & MD >Rs.15.00 lakh
(iv)	Forwarding of requests received from co-opted PLIs to Ministry of Textile, for interest subsidy and capital subsidy under Technical Up gradation Fund Scheme (TUFS).	Manager
(v)	Forwarding of interest subsidy and capital subsidy received from Ministry of Textile, under TUF Scheme.	Manager
(vi)	Approval to deal with different affairs of JDFS and JMFS schemes of GOI.	DGM

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(vii)	Signing of Tri Partite Agreement (TPA).	DGM
(viii)	Filing of claim with the Interim Resolution Professional/ Resolution Professional/Liquidator under IBC/ Companies Act.	DGM
(ix)	Payments under approved tenders.	DGM with report to GM.
(x)	Payment of incidental and other expenses not covered above	Up to Rs.1,00,000/- per transaction – GM/DGM (In-Charge) Above Rs.1,00,000/- per transaction – GM/DGM (In-Charge) with report to CGM.
14.	Advisory Fee/ fee for advisory services/ consultation fee/ providing opinion	Committee for Advisory Function (CAF 2) on recommendation of GM/DGM (In charge)
15.	Any other matter not specifically mentioned above	Committee for Advisory Function (CAF 2).

**Note:**

For Incentive claims upto ₹10 crore, respective GM (In charge) will have approving power.

For claims above ₹10 crore upto ₹100 crore, the **Committee for Advisory Function (CAF 1)** will comprise of the following members:

- (i) All Director/GMs/DGMs (In-Charge) heading Government Advisory departments.
- (ii) GM, in his absence, next available in hierarchy, Internal Audit/Risk department
- (iii) GM, in his absence, next available in hierarchy, Compliance Dept.
- (iv) DGM(Law), Advisory

Senior most Director/GM out of the above will head the Committee.

Senior most officer available to the concerned Director/GM/ Dept. head whose proposal has been put up to the committee, shall be the Member Secretary.

In case of an Incentive claim exceeding ₹ 100 crore, **2 CGMs and 2 EDs** will be additional members to CAF 1 and Senior most ED will chair the committee (**CAF 2**).

This committee will also be approving the appraisals as per Para 1 (iv) of the DoP for Advisory Function.

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In case of CAF 1 - Quorum of the Committee shall be 6 members out of which presence of GM/DGM, Compliance, GM/DGM Internal Audit/Risk department and DGM(Law) Advisory shall be mandatory.

In case of CAF 2 - Quorum of the Committee shall be 9 members out of which 2 CGMs, 1 ED, GM/DGM, Compliance, GM/DGM Internal Audit/Risk department and DGM(Law) Advisory shall be mandatory.

However, presence of all members is desired.

MD&CEO (in absence of MD&CEO, DMD) will be authorized to change the composition of Committee from time to time as per organization's structure and requirements.

The Associate Director to exercise power of Deputy General Manager (DGM).

Further, in verticals/schemes headed by GM/Director, the senior most officer (regular/deputation/contractual) reporting to them shall exercise the power of DGM.

Director to exercise power of General Manager (GM).

Wherever any officer is given authority to exercise the powers of GM or designated as Team Leader/ Functional Head/DGM (In-Charge), such officer shall exercise the powers vested with GM as per this DoP. In such case, the next senior officer reporting to such officer shall be the recommending Authority in place of DGM, as may be required under this DoP.

**Note: In the absence of the authority as defined in the respective Delegation of Powers, the next higher authority shall exercise the powers.**

