

## **COMMITTEES FORMED AND ITS MEMBERS**

### **Product Management Committee**

Appointed Actuary  
Chief Underwriting Officer  
Chief Financial Officer  
Chief Marketing Officer  
Chief Risk Officer  
Chief Compliance Officer  
Head Re-Insurance  
DGM, Product Development Department

### **Committee for Printing & Stationery**

Manager, Marketing Department  
Manager, CFAC Department  
Manager, Administration Department  
Manager, HRM Department  
Dy. Manager, Estates Department  
Assistant Manager IAI Department

### **Repair & Maintenance work**

Manager, Marketing Department  
Manager, CFAC Department  
Manager, Administration Department  
Dy. Manager, HRM Department  
A.O, Estates Department  
Assistant Manager IAI Department  
A.O, IT Department

### **Purchase of Uniform**

Chief Manager, IAI Department  
Chief Manager, CFAC Department  
Chief Manager, Administration Department  
Chief Manager, Technical Department  
Chief Manager, Estates Department  
Chief Manager, Marketing Department.

### **Low Level IT Purchase Committee**

For IT Purchases below GM-IT Limit  
Comprising of 3 members from IT Dept. and 6 members from Other Departments.

### **IT Operation Committee**

For IT Purchases above GM-IT Limit and below ITPC Limit  
Comprising of 4 members from IT Dept. and 6 members from Other Departments

### **IT Policy and Planning Commission**

For IT Purchases above board level - Comprising of 6 GMs including Director and CFO.

### **IT Purchase Committee**

Comprising of 7 members including CMD, CFO and Director.

### **IT AMC Committee**

For IT AMC Tender - Comprising of 2 members from IT Dept. and 4 members from Other Departments.

### **E-Waste Committee**

For E-waste exercises of IT hardware - Comprising of 2 members from IT Dept. and 6 members from Other Departments.

### **Grievance Committee**

Customer grievance redressal when referred

General Manager, Customer Care – Chairperson  
Grievance Redressal Officer  
Dy. General Manager (IT)  
Dy. General Manager (Motor)  
Dy. General Manager (Health)  
Dy. General Manager (Property)

### **Market Operations Committee (MOC)**

To facilitate quick decisions to operate in the secondary market for equity shares Market Operations.

General Manager (Front-Office),

Deputy General Manager (Front- Office),  
Chief Manager (Front-Office),  
Manager(s) (Front-Office) / Deputy Manager (Front-Office) of Investment Department.

### **Internal Investment Committee (IIC)**

Formed for scrutiny of shares proposed to be sold under the Stop Loss policy and Exit Policy

General Manager (Front-Office),  
Deputy General Manager (Front- Office)  
Chief Manager (Front-Office),  
Manager (Front-Office)

### **Broker/Authorised Participant Review Committee**

Formed for review of broker norms

Chief Financial Officer/General Manager (Back-Office),  
Deputy General Manager (Back-Office)  
Chief Manager (Back-Office) and  
Manager (Back-Office)

### **CDR Committee and Committee**

For Restructuring and OTS other than CDR -Formed for approving Business & Financial Restructuring package sanctioned by Corporate Debt Restructuring Forum, inclusive of powers to approve the actual relief and sacrifice and also to make additional sanctions.

General Manager (Front Office),  
General Manager (Back Office),  
Deputy General Manager (Front Office) and  
Deputy General Manager (Back Office)

**Buyback Committee** - formed for Buyback not offered under the Companies Act 2013 or SEBI Regulations (or) the offer has not been given to all the shareholders/Debenture holders of the company (Public Offer) by the Promoters or Other than promoters:

Chief Investment Officer/General Manager(Investment),  
Deputy General Manager (Investment) and  
Chief Manager (Investment),

### **CSR Committee**

Chairman Cum Managing Director and 4 Directors

## **Official Language Implementation Committee**

01. Chairman - GM-OLI
02. Vice Chairman - DGM, OLI
03. Member Secretary - Chief Manager, OLI Department
04. Members - DGM's and CM's from Technical/ Admn/ Publicity/ Mktg (All channels)/ HRM/ Accounts/ IT / Customercare Departments are included.