

RTI DISCLOSURES (2020-21)

1. Organisation and Function

| S. No. | Item | Details of disclosure | Information / Relevant Web Link |
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| 1.1 | Particulars of its organisation, functions and duties [Section 4(1)(b)(i)] | (i) Name and address of the Organization | Power Finance Corporation Limited (A Govt. of India Undertaking) CIN:L65910DL1986GOI024862 Registered Office: Urjanidhi, 1, Barakhamba Lane, Connaught Place, New Delhi - 110001, India. Website: www.pfcindia.com Tel: +91 11 23456000, Fax: +91 11 23412545. |
| | | (ii) Head of the organization | Shri R.S. Dhillon (Chairman & Managing Director) |
| | | (iii) Vision, Mission and Key objectives | Vision and Mission of PFC are given at the following link :- https://www.pfcindia.com/Home/VS/5 |
| | | | The key objectives as contained in Memorandum of Association of PFC are given as under :- A. OBJECTS FOR WHICH THE COMPANY IS ESTABLISHED 1. To finance projects, activities or works of creation, up-gradation, renovation, improvement, maintenance, repair, modernization, modification, replacement, augmentation, etc. related to generation, transmission, distribution or supply of power of any form including power from sources of renewable energy. 2. To finance projects, activities or works including electrification works of creation, up-gradation, renovation, improvement, maintenance, repair, |

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| | | | <p>modernization, modification, replacement, augmentation, etc. of electrical and electromechanical systems, standalone or that are part of large projects e.g. Projects of Lift Irrigation, Sewage treatment plant, Smart City, Electrification of railway line, etc.</p> <p>3. To finance projects, activities, schemes for energy conservation, energy efficiency and environmental aspects of power including cogeneration/tri-generation/combined heat and power, waste heat recovery system(s), e-vehicle(s) and setting up of Charging Stations.</p> <p>4. To finance projects for establishment, expansion, modernization, operations, maintenance of units for manufacturing of capital equipment(s) required in power sector including renewable energy & allied sectors.</p> <p>5. To finance projects, works and activities having a forward or backward linkage with power projects included in clause A1, including but not limited to development of coal and other mining activity(ies) for use as fuel or other fuel supply arrangements for power sector, laying of railway line(s), road(s), bridge(s), port(s), jetty(ies) and harbor(s), gas pipeline(s), gas terminal(s) & to meet such other enabling infrastructure facility(ies) that may be required for a power project included in clause A1.</p> <p>6. To finance studies, surveys, investigations, research on any project, activity, or work covered in clauses A1 to A4 and to carry out any activity including consultancy, training, etc. to promote the business interest of the company in any of the clauses A1 to A5.</p> |
| | | (iv) Function and duties of Corporation | <p>A brief profile of PFC is given at the following link :-</p> <p>https://www.pfcindia.com/Home/VS/4</p> |

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| | | | The Products and services being offered by PFC are given at the following link :- https://www.pfcindia.com/Home/VS/10 |
| | (v) Organization Chart | | The Organizational Chart of PFC is available at the below mentioned link :- https://www.pfcindia.com/Home/VS/82 |
| | (vi) Any other details- the genesis, inception, formation of the department and the HoDs from time to time as well as the committees/ Commissions constituted from time to time have been dealt. | (a) About Formation of the Company : A brief about formation of company is given at the following link :- <u>Brief about Formation of PFC</u> POWER FINANCE CORPORATION LIMITED is a Govt. of India undertaking set up in July 1986 as a Financial Institution (FI) dedicated to Power Sector financing and committed to the integrated development of the power and associated sectors by channelling the resources and providing financial technological and managerial services for ensuring the development of economic, reliable and efficient systems and institutions. The Corporation was declared a Public Financial Institution in 1990 under sec 4(A) of the Companies Act 2013 (Erstwhile 1956). The Corporation was registered as a NBFC by RBI in 1998. PFC is under the administrative control of the Ministry of Power. PFC was conferred the title of a 'Navratna CPSE' in June, 2007, and was classified as an Infrastructure Finance Company by the RBI on 28th July, 2010. PFC plays a crucial role in the rise of India as a global player. Increasingly, a country's development is gauged by measuring its energy usage. With a large fraction of our nation still, unfortunately, without any access to electricity, PFC will become an increasingly important factor in the years to come. | |

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| | | | <p>(b) HoDs of various Department</p> <p>The information is given at the following link :-</p> <p>https://www.pfcindia.com/Home/VS/50</p> |
| | | | <p>(c) Committees</p> <p>The details about Board level Committees of PFC are given at the below-mentioned link :-</p> <p>https://www.pfcindia.com/Default/ViewFile/?id=1614341684991_Latest_Composition_of_Committees26022021.pdf&path=Page</p> |
| 1.2 | Power and duties of its officers and employees [Section 4(1)(b)(ii)] | <p>(i) Powers and duties of officers (administrative, financial and judicial)</p> <p>(ii) Power and duties of other employees</p> <p>(iii) Rules/ orders under which</p> | <p><u>Power and duties of officers and other employees</u></p> <p>The Corporation has well defined Organizational Structure and functions through various departments/divisions under the overall supervision of CMD as per the Organogram. The details of administrative, financial and other powers to different category of officers at Corporate Office are indicated in the Delegation of Powers (DoP) of the company. Further, adequate institutional arrangements exist to enable the officers and employees of the corporation discharge their duties satisfactorily vis-à-vis various clients, customers and business associates.</p> <p><u>Power and duties of officers and other employees</u></p> <p>The Corporation has well defined Organizational Structure and functions through various departments/divisions under the overall supervision of CMD as per the Organogram. The details of administrative, financial and other powers to different category of officers at Corporate Office are indicated in the Delegation of Powers (DoP) of the company. Further, adequate institutional arrangements exist to enable the officers and employees of the corporation discharge their duties satisfactorily vis-à-vis various clients, customers and business associates.</p> <p><u>Rules/ orders under which powers and duty are derived and exercised</u></p> |

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| | | powers and duty are derived and Exercised | The scheme of empowerment through the instrument of delegation of power ensures that various issues related to disposal of business and serving clients and customers are addressed with adequate speed thereby ensuring quality service. Instrument of delegation of power broadly flows from top-downwards with Board of Directors in its capacity of being the highest decision making body having powers to dispose off business decision and with the same having been delegated to Chairman and Managing Director, Directors and there below for adequate and speedy decision making. |
| | | (iv) Work allocation | <p><u>Work allocation</u></p> <p>The Roles & Responsibilities and work Allocation are available at the below-mentioned link:-</p> <p>https://www.pfcindia.com/Home/VS/50</p> |
| 1.3 | Procedure followed in decision making process [Section 4(1)(b)(iii)] | (i) Process of decision making Identify key decision making points | <p><u>Process of decision making & Identifying key decision making points:</u></p> <p>Overall management of the Company is vested with the Board of Directors of the Company. The Board of Directors is the highest decision making body within the Company. As per the provisions of the Companies Act, 2013 (Erstwhile 1956) certain matters require the approval of the shareholders of the Company in General Meeting. The Board of Directors is accountable to the shareholders of the Company, which is the ultimate authority of a Company. Power Finance Corporation being a Public Sector Enterprise (PSE), the Board of Directors of the Company is also accountable to Government of India. The day-to-day management of the Company is entrusted on the Chairman and the Functional Directors and other Officers of the Company. The Board of Directors has delegated powers to the Chairman, Functional Directors, and Executives of the Company through Delegation of Powers. The Chairman, Functional Directors and other officers exercise their decision-making powers as per the delegation of powers.</p> |
| | | (ii) Final decision making authority | <p><u>Final decision making authority:-</u></p> <p>Instrument of delegation of power broadly flows from top-downwards with Board of Directors in its capacity of being the highest decision making body having powers</p> |

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| | | | to dispose of business decision and with the same having been delegated to Chairman and Managing Director, Directors and there below for adequate and speedy decision making. |
| | | (iii) Related provisions, rules etc. acts, | <p><u>Related provisions, acts, rules etc.</u></p> <p>Broadly the following manuals, rules and regulations, instructions, records etc. are held by the corporation and complied with by employees in the course of discharging various functions and responsibilities.</p> <p>a) Articles of Association and Memorandum of Association</p> <p>b) Manuals developed for conducting of business and work</p> <ul style="list-style-type: none"> • HR manual, • Procurement manual, • Vigilance manual, • Resource Mobilization Manual (Domestic and International) • Servicing Manual (Domestic and International), • Investment Manual, • Risk Management Policy etc. <p>c) Various presidential directives issued from time to time such as on reservation and concessions available to economically and socially weaker sections of the society such as SC/ST/OBC/PH etc. as also in the context of wage revision and policies etc.</p> <p>d) Operational Policy Statement (developed by the corporation), policies on grants & Concessional or Interest free loans etc., Standard loan documents, terms of bilateral /multilateral agreement etc.</p> <p>e) Various guidelines issued by Government of India on subjects, such as, Restructured Accelerated Power Development and Reforms Programme (RAPDRP), Integrated Power Development Scheme (IPDS), terms of Memorandum of Understanding (MoU) reached with Government of India represented by</p> |

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| | | | <p>Ministry of Power and Power Finance Corporation for various financial years, MOUs entered into with other organizations such as training institutions etc.</p> <p>f) Necessary provisions of laws applicable such as Companies Act, 2013 (Erstwhile 1956), Income Tax Act 1961, SEBI Guidelines & other related Acts.</p> <p>g) Various guidelines issued by Department of Public Enterprises in the matter of service condition, benefits etc. available to various sections of employees. Instructions, guidelines, circulars issued by tax enforcement authority such as Central Board of Direct Taxes, Comptroller and Auditor General Accounts, Ministry of Finance etc.</p> <p>h) Scheme of Delegation of Power (DoP) as approved by Board of Directors.</p> <p>i) Various circulars, instructions issued by the corporation in the matter of disposal of business etc.</p> |
| | | (iv) Time limit for taking a decisions, if any | <p>Time schedule is mentioned in the Citizen Charter of PFC, which is available at the below mentioned link :-</p> <p>https://www.pfcindia.com/Home/VS/84</p> |
| | | (v) Channel of supervision and accountability | <p><u>Channel of supervision & accountability</u></p> <p>Channel of supervision and accountability of the Corporation is regulated by the Delegation of Power (DoP) as approved by the Board of Directors.</p> |
| 1.4 | Norms for discharge of functions [Section 4(1)(b)(iv)] | (i) Nature of functions/ services offered | <p><u>Nature of functions/ services offered</u></p> <p>The Products and services being offered by PFC are given at the following link :-</p> <p>https://www.pfcindia.com/Home/VS/10</p> |

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| | | <p>(ii) Norms/ standards for functions/ service delivery</p> | <p><u>Norms/ standards for functions/ service delivery</u></p> <p>The functions of the corporation are sought to be discharged in an efficient and effective manner through a variety of norms, rules and guidelines set for the purpose, such as –</p> <ul style="list-style-type: none"> a) Adherence to Business ethics, b) Zeal to Excel and Zest for Change, c) Focus on Customer requirements, d) Strict adherence to Commitments, e) Adherence to Prudential norms of the corporation, f) Compatibility with national plans and priorities, availability & adequacy of all inputs needed to judge Financial & Techno economic viability as also necessary and appropriate clearances, g) Integrity and fairness in all matters, h) Respect for Dignity and Potential of Human beings. i) Ensure speed of response, j) Foster Learning, Creativity & Teamwork. <p>These norms, in general, underscore the necessity of discharging of business and responsibility in an efficient and speedy manner with due adherence to the canons of financial propriety, economy, austerity, fair play, transparency, natural justice etc. in various affairs of the Corporation such as domestic & multilateral & foreign borrowings taxations, evaluations, recovery, disbursement dealing with clients and employees and stakeholders etc. Being a commercial organization, commitment to deliver quality service and product to clients and stakeholders get high priority in the norms and rules for disposal of business.</p> |
| | | <p>(iii) Process by which these services can be accessed</p> | <p>The relevant information on the process by which these services can be accessed is given under Citizen Charter, the link of which is given below:-</p> <p>https://www.pfcindia.com/Home/VS/84</p> |
| | | <p>(iv) Time-limit for achieving the targets</p> | <p>The relevant information on time limit for achieving the targets is mentioned in “Citizen Charter” of PFC which is available at the below-mentioned link :-</p> <p>https://www.pfcindia.com/Home/VS/84</p> |

| | | (v) Process of redress of grievances | The mechanism related to grievances is mentioned in "Citizen Charter" of PFC which is available at the below-mentioned link :- https://www.pfcindia.com/Home/VS/84 . | | | | | | | | | | | | | | | | | | |
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| 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 border="1"> <thead> <tr> <th>Name/ Title of the document</th> <th>Weblink</th> </tr> </thead> <tbody> <tr> <td>Annual Reports of PFC</td> <td>https://www.pfcindia.com/Home/VS/72</td> </tr> <tr> <td>Policy for Prevention of Frauds in PFC</td> <td>https://www.pfcindia.com/Home/VS/65</td> </tr> <tr> <td>Fair Practices Code of PFC in terms of Reserve Bank of India (RBI) Guidelines</td> <td>https://www.pfcindia.com/Home/VS/62</td> </tr> <tr> <td>The Code of Business Conduct & Ethics for Board Members and Senior Management</td> <td>https://www.pfcindia.com/Home/VS/63</td> </tr> <tr> <td>Code for Prevention of Insider Trading in PFC Equity Shares/ Securities</td> <td>https://www.pfcindia.com/Default/ViewFile/?id=1614952208955 Insider Trading Code Amended05032021.pdf&path=Page</td> </tr> <tr> <td>Policy on Materiality of Related Party Transactions</td> <td>https://www.pfcindia.com/Default/ViewFile/?id=1561552784406 Final%20Policy%20on%20RPT%2017052019.pdf&path=Page</td> </tr> <tr> <td>Policy Determining Material Subsidiaries</td> <td>https://www.pfcindia.com/Default/ViewFile/?id=1561552854274 Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&path=Page</td> </tr> <tr> <td>Whistle Blower Policy</td> <td>https://www.pfcindia.com/Default/ViewFile/?id=1490188785276 WBP.pdf&path=Page</td> </tr> </tbody> </table> | Name/ Title of the document | Weblink | Annual Reports of PFC | https://www.pfcindia.com/Home/VS/72 | Policy for Prevention of Frauds in PFC | https://www.pfcindia.com/Home/VS/65 | Fair Practices Code of PFC in terms of Reserve Bank of India (RBI) Guidelines | https://www.pfcindia.com/Home/VS/62 | The Code of Business Conduct & Ethics for Board Members and Senior Management | https://www.pfcindia.com/Home/VS/63 | Code for Prevention of Insider Trading in PFC Equity Shares/ Securities | https://www.pfcindia.com/Default/ViewFile/?id=1614952208955 Insider Trading Code Amended05032021.pdf&path=Page | Policy on Materiality of Related Party Transactions | https://www.pfcindia.com/Default/ViewFile/?id=1561552784406 Final%20Policy%20on%20RPT%2017052019.pdf&path=Page | Policy Determining Material Subsidiaries | https://www.pfcindia.com/Default/ViewFile/?id=1561552854274 Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&path=Page | Whistle Blower Policy | https://www.pfcindia.com/Default/ViewFile/?id=1490188785276 WBP.pdf&path=Page |
| Name/ Title of the document | Weblink | | | | | | | | | | | | | | | | | | | | |
| Annual Reports of PFC | https://www.pfcindia.com/Home/VS/72 | | | | | | | | | | | | | | | | | | | | |
| Policy for Prevention of Frauds in PFC | https://www.pfcindia.com/Home/VS/65 | | | | | | | | | | | | | | | | | | | | |
| Fair Practices Code of PFC in terms of Reserve Bank of India (RBI) Guidelines | https://www.pfcindia.com/Home/VS/62 | | | | | | | | | | | | | | | | | | | | |
| The Code of Business Conduct & Ethics for Board Members and Senior Management | https://www.pfcindia.com/Home/VS/63 | | | | | | | | | | | | | | | | | | | | |
| Code for Prevention of Insider Trading in PFC Equity Shares/ Securities | https://www.pfcindia.com/Default/ViewFile/?id=1614952208955 Insider Trading Code Amended05032021.pdf&path=Page | | | | | | | | | | | | | | | | | | | | |
| Policy on Materiality of Related Party Transactions | https://www.pfcindia.com/Default/ViewFile/?id=1561552784406 Final%20Policy%20on%20RPT%2017052019.pdf&path=Page | | | | | | | | | | | | | | | | | | | | |
| Policy Determining Material Subsidiaries | https://www.pfcindia.com/Default/ViewFile/?id=1561552854274 Final%20Policy%20for%20Material%20Subsidiary17052019.pdf&path=Page | | | | | | | | | | | | | | | | | | | | |
| Whistle Blower Policy | https://www.pfcindia.com/Default/ViewFile/?id=1490188785276 WBP.pdf&path=Page | | | | | | | | | | | | | | | | | | | | |

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| | | Policy on Materiality of Events/Information for disclosure to Stock Exchanges. | https://www.pfcindia.com/Home/VS/68 |
| | | Policy on Procurement Plan- Annual Procurement Plan | https://www.pfcindia.com/Home/VS/125 |
| | | Policy on Dividend Distribution | https://www.pfcindia.com/Default/ViewFile/?id=1546009180778_DividendDistribution.pdf&path=Page |
| | | Policy for training of Board Members | https://www.pfcindia.com/Default/ViewFile/?id=1519129010410_CCE20022018ENG.pdf&path=Page |
| | (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"> • HR manual, • Procurement manual, • Vigilance manual, • Resource Mobilization Manual (Domestic and International) • Servicing Manual (Domestic and International), • Investment Manual, • Risk Management Policy etc. • Delegation of Power <p>The following statutory records are also maintained by PFC :-</p> <ul style="list-style-type: none"> • Register of Members, • Register of Directors and KMPs, • Register of Charges and • Register of Contracts or Arrangements in which Directors are interested, etc. | |
| | (iii) Acts/ Rules manuals etc. | | |
| | (iv) Transfer policy and transfer orders | <p>The Transfer policy and transfer orders are placed at the below mentioned link:-</p> <p>https://www.pfcindia.com/Home/VS/10176</p> | |

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| 1.6 | Categories of documents held by the authority under its control [Section 4(1)(b) (vi)] | (i) Categories of documents | <p>Categories of documents: - The documents can also be classified in terms of Confidential (which may not be made available to public) and general.</p> <p>i. The following are the general documents which are held by the department for effective & efficient working of its operations:</p> <p>1. Articles of Association and Memorandum of Association</p> <p>2. Manuals developed for conducting of business and work.</p> <ol style="list-style-type: none"> a) HR manual, b) Servicing manual (Domestic and International), c) Procurement manual, d) Vigilance manual, e) Resource Mobilization Manual (Domestic and International), f) Investment Manual, g) Risk Management Policy etc. h) Other document related to conduct of business of the company <p>3. Operational Policy Statements.</p> <p>ii. The Confidential documents, which are exempted from disclosure under Section 8 of the Act, are as follows:</p> <ol style="list-style-type: none"> 1. Information including commercial confidence, trade Secrets or Intellectual Property, the disclosure of which would harm the competitive position of a third party. 2. Investigatory records compiled for enforcement purposes, but only to the extent that which would harm any of the following specified interests: <ol style="list-style-type: none"> a) enforcement proceedings b) fair trial or an impartial adjudication c) personal privacy d) confidentiality of investigative sources e) Techniques, procedures, and safety of law enforcement personnel. 3. Information available to a person in his fiduciary position. 4. Information received in confidence from foreign Government. |
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| | | | <p>5. Information, the disclosure of which would endanger the life or physical safety of any person or identify the source of information or assistance given in confidence for law enforcement or security purposes.</p> <p>6. Information which relates to personal information the disclosure of which has no relationship to any public activity or interest, or which would cause unwarranted invasion of the privacy of the individual</p> <p>7. Information specifically exempted from disclosure by statute.</p> <p>8. Information, disclosure of which would prejudicially affect the sovereignty & integrity of India, Security of the State, Scientific or economic Interest, International Relations or leads to incitement of an offence.</p> <p>9. Information which has been expressly forbidden to be published by any court of law or tribunal or the disclosure of which may constitute contempt of court.</p> <p>10. Information, disclosure of which would cause a breach of privilege of Parliament or the State Legislature.</p> <p>11. Any other document which the management in its sole discretion decides to keep as confidential.</p> |
| | | (ii) Custodian of documents / categories | <p>Custodian of documents/ categories: - The documents held by the corporation are normally meant for reference within the corporation by the concerned and responsible officer.</p> <p>The custodian of respective documents is the concerned unit head.</p> |
| 1.7 | Boards, Councils, Committees and other Bodies constituted as part of the Public Authority [Section 4(1)(b)(viii)] | (i) Name of Boards, Council, Committee etc. | <p>Details of various boards, councils, committees and other bodies consisting of two or more persons constituted or for various purposes is given in the paragraphs below.</p> <p>It is confirmed that meetings of these boards, committees and bodies are meant for internal decision making and are generally not open to public and the minutes of the meetings are not accessible for public.</p> <p>In addition to boards, standing committees referred above certain committees are constituted for a specific purpose and recommendations and cease to exist thereafter. For instance, committees constituted for recommending promotion of employees, selection of employees and to give specific advice in the context of a broad issue.</p> |

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| | | <p>(ii) Composition</p> <hr/> <p>(iii) Dates from which constituted</p> | <p>The Management of the Company is vested with the Board of Directors. In terms of the Articles of Association of the Company the Board of Directors can have minimum three Directors and maximum Fifteen Directors. The latest Composition of the Board of Directors is available at the following link :-</p> <p>https://www.pfcindia.com/BoardofDirectors</p> <p>The latest composition of Board Level Committees are given at the below mentioned link :-</p> <p>https://www.pfcindia.com/Default/ViewFile/?id=1614341684991_Latest_Composition_of_Committees26022021.pdf&path=Page</p> |
| | | <p>(iv) Term/ Tenure</p> <hr/> <p>(v) Powers and functions</p> | <p>The details of the Committees (their terms/ tenure/ powers etc.) are included in the Report on Corporate Governance forming part of Annual Report which is available at the following link of PFC website:-</p> <p>http://www.pfcindia.com/Home/VS/72</p> |
| | | <p>(vi) Whether their meetings are open to the public?</p> | <p>The meetings of Board or its committees thereof, are not open to the public.</p> |
| | | <p>(vii) Whether the minutes of the meetings are open to the public?</p> | <p>Being internal documents of the Company, the minutes of the meetings of Board or its committees thereof, are not open to the public.</p> |
| | | <p>(viii) Place where the minutes if open to the public are available?</p> | |

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| 1.8 | Directory of officers and employees [Section 4(1) (b) (ix)] | (i) Name and designation (ii) Telephone , fax and email ID | Directory of Important Functionaries of PFC along with their names, designation Telephone nos. and Email IDs, is placed at the below mentioned link:- https://www.pfcindia.com/Home/VS/50 |
| 1.9 | Monthly Remuneration received by officers & employees including system of compensation [Section 4(1) (b) (x)] | (i) List of employees with Gross monthly remuneration (ii) System of compensation as provided in its regulations | The Employees and Officers appointed by the corporation on its permanent roll receive remuneration on a monthly basis. There are certain categories of remuneration, however, which are expressed and settled on annualized basis. While the monthly remuneration received by employees and officers includes elements such as Basic Pay, Dearness Allowance, the remuneration expressed and paid on annual basis includes variable compensation based on collective performance of the corporation in terms of employee incentive scheme etc. Detailed structure of remuneration received by various categories of officers and employees is placed at the below mentioned link:- https://www.pfcindia.com/DocumentRepository/ckfinder/files/RTI/RTI_Disclosure/x%20Monthly%20Remuneration%20recieved%20by%20officers%20and%20employees%20including%20system%20of%20compensation(1).pdf |
| 1.10 | Name, designation and other particulars of public information officers [Section 4(1) (b) (xvi)] | (i) Name and designation of the public information officer (PIO), Assistant Public Information (s) & Appellate Authority (ii) Address, telephone numbers and email ID of each | The names, designations and other particulars of the Public Information Officer (PIO) and First Appellate Authority (FAA) (with address, telephone number(s) and e-mail IDs) are given as under: PUBLIC INFORMATION OFFICER (PIO) Sh. Manohar Balwani, CGM (CS) & Public Information Officer, Power Finance Corporation Ltd., Urjanidhi' , 1, Barakhamba Lane, Connaught Place, New Delhi-110001. Telephone No. 011-23456000 (O) Fax No. +91-11-23456740 E-mail ID : mb@pfcindia.com |

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| | | designated official. | <p>The responsibility of PIO is to collect information from deemed PIO(s) and to provide it to the persons requesting for the information under Right to Information Act, 2005 pertaining to Power Finance Corporation Limited.</p> <p>FIRST APPELLATE AUTHORITY (FAA)</p> <p>Sh. G. S. Patra, Executive Director (Projects) and First Appellate Authority (RTI) Power Finance Corporation Limited “Urjanidhi”, 1, Barakhamba Lane, Connaught Place, New Delhi-110001. Phone: 011-23456604 E-mail: gs_patra@pfcindia.com</p> <p>First Appellate Authority (FAA) is constituted to admit appeals against Public Information Officer.</p> |
| 1.11 | No. Of employees against whom Disciplinary action has been proposed/ taken (Section 4(2)) | No. of employees against whom disciplinary action has been | <p>In FY 2020-21, Disciplinary Proceeding for 1 ex- employee and 6 existing employees is under process.</p> <p>In addition to the above the disciplinary proceeding against 1 ex-employees is pending since the matter is sub judice in The Hon’ble High Court of Delhi.</p> |
| | | (i) Pending for Minor penalty or major penalty proceedings | |
| | | (ii) Finalised for Minor penalty or major penalty proceedings | The penalty will be determined after the completion of disciplinary proceedings against the charged employees. |
| 1.12 | Programmes to advance understanding of RTI (Section 26) | (i) Educational programmes | As per Corporation’s policy, trainings are provided to PFC employees according to their job profiles. |
| | | (ii) Efforts to encourage public authority to participate in these programmes | |

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| | | (iii) Training of CPIO/APIO | |
| | | (iv) Update & publish guidelines on RTI by the Public Authorities concerned | Contents of RTI Disclosures are being updated regularly. |
| 1.13 | Transfer policy and transfer orders [F No. 1/6/2011- IR dt. 15.4.2013] | | The Transfer policy and transfer orders are placed at the below mentioned link:- https://www.pfcindia.com/Home/VS/10176 |

2. Budget and Programme

| S. No. | Item | Details of disclosure | Information / Relevant Web Link |
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| 2.1 | Budget allocated to each agency including all plans, proposed expenditure and reports on disbursements made etc. [Section 4(1)(b)(xi)] | (i) Total Budget for the public authority | The relevant information are placed at the below mentioned link:- https://www.pfcindia.com/Home/VS/10176 |
| | | (ii) Budget for each agency and plan & programmes | |
| | | (iii) Proposed expenditures | |
| | | (iv) Revised budget for each agency, if any | |
| | | (v) Report on disbursements made and place where the related reports are available | |

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| 2.2 | Foreign and domestic tours (F. No. 1/8/2012- IR dt. 11.9.2012) | <p>(i) Budget</p> <p>(ii) Foreign and domestic Tours by ministries and officials of the rank of Joint Secretary to the Government and above, as well as the heads of the Department.</p> <p>a) Places visited</p> <p>b) The period of visit</p> <p>c) The number of members in the official delegation</p> <p>d) Expenditure on the visit</p> | <p>Approved budget for Foreign and Domestic travel were INR 5 Cr. and INR 7.47 Cr. respectively.</p> <p>No visits were conducted during FY 2020-21.</p> |
| | | <p>(iii) Information related to procurements</p> <p>a) Notice/tender enquires, and corrigenda if any thereon,</p> <p>b) Details of the bids awarded comprising the names of the suppliers of goods/ services being procured,</p> <p>c) The works contracts concluded – in any such combination of the above- and</p> <p>d) The rate /rates and the total amount at which such procurement or works contract is to be executed.</p> | <p>The details with respect to Tenders are posted at the below-mentioned link :-</p> <p>https://www.pfcindia.com/Tenders</p> |

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| 2.3 | Manner of execution of subsidy programme [Section 4(i)(b)(xii)] | (i) | Name of the programme of activity | The relevant information pertaining to GOI schemes of which the Corporation is a Nodal Agency, is placed at the below mentioned link:- http://pfcindia.com/Home/VS/23 |
| | | (ii) | Objective of the programme | |
| | | (iii) | Procedure to avail benefits | |
| | | (iv) | Duration of the programme/ scheme | |
| | | (v) | Physical and financial targets of the programme | |
| | | (vi) | Nature/ scale of subsidy /amount allotted | |
| | | (vii) | Eligibility criteria for grant of subsidy | |
| | | (viii) | Details of beneficiaries of subsidy programme (number, profile etc) | |
| 2.4 | Discretionary and non-discretionary grants [F. No. 1/6/2011-IR dt. 15.04.2013] | (i) | Discretionary and non-discretionary grants/ allocations to State Govt./ NGOs/other institutions | The relevant information pertaining to GOI schemes of which the Corporation is a Nodal Agency, is placed at the below mentioned link:- http://pfcindia.com/Home/VS/23 |
| | | (ii) | Annual accounts of all legal entities who are provided grants by public authorities | Available on website of Utilities. |
| 2.5 | Particulars of recipients of concessions, permits of authorizations granted by the public authority [Section 4(1) (b) (xiii)] | (i) | Concessions, permits or authorizations granted by public authority | The relevant information pertaining to GOI schemes of which the Corporation is a Nodal Agency, is placed at the below mentioned link:- http://pfcindia.com/Home/VS/23 |
| | | (ii) | For each concessions, permit or authorization granted a) Eligibility criteria b) Procedure for getting the concession / grant and / or permits of authorizations c) Name and address of the recipients given concessions/ | |

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| | | permits or authorisations d) Date of award of concessions /permits of authorizations | |
| 2.6 | `CAG & PAC paras [F No. 1/6/2011- IR dt. 15.4.2013] | CAG and PAC paras and the action taken reports (ATRs) after these have been laid on the table of both houses of the parliament. | The paras, if any are disclosed by CAG on their website (www.cag.gov.in) after these have been laid on the table of both houses of the Parliament. |

3. Publicity Band Public interface

| S. No. | Item | Details of disclosure | Information / Relevant Web Link |
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| 3.1 | Particulars for any arrangement for consultation with or representation by the members of the public in relation to the formulation of policy or implementation there of [Section 4(1)(b)(vii)] [F No 1/6/2011-IR dt. 15.04.2013] | Arrangement for consultations with or representation by the members of the public (i) Relevant Acts, Rules, Forms and other documents which are normally accessed by citizens | NOT APPLICABLE |
| | | (ii) Arrangements for consultation with or representation by a) Members of the public in policy formulation/ policy implementation b) Day & time allotted for visitors c) Contact details of Information & Facilitation Counter (IFC) to provide | NOT APPLICABLE |

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| | | publications frequently sought by RTI applicants | |
| | | Public- private partnerships (PPP) | NOT APPLICABLE |
| | | (i) Details of Special Purpose Vehicle (SPV), if any | |
| | | (ii) Detailed project reports (DPRs) | |
| | | (iii) Concession agreements. | |
| | | (iv) Operation and maintenance manuals | |
| | | (v) Other documents generated as part of the implementation of the PPP | |
| | | (vi) Information relating to fees, tolls, or the other kinds of revenues that may be collected under authorisation from the government. | |
| | | (vii) Information relating to outputs and outcomes | |
| | | (viii) The process of the selection of the private sector party (concessionaire etc.) | |
| | | (ix) All payment made under the PPP project | |
| 3.2 | Are the details of policies / decisions, | Publish all relevant facts while formulating important policies or announcing decisions which affect | |

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| | which affect public, informed to them [Section 4(1) (c)] | public to make the process more interactive; (i) Policy decisions/ legislations taken in the previous one year (ii) Outline the Public consultation process (iii) Outline the arrangement for consultation before formulation of policy | NOT APPLICABLE |
| 3.3 | Dissemination of information widely and in such form and manner which is easily accessible to the public [Section 4(3)] | Use of the most effective means of communication (i) Internet (website) | RTI Disclosures are posted on PFC website (www.pfcindia.com). |
| 3.4 | Form of accessibility of information manual/ handbook [Section 4(1)(b)] | Information manual/handbook available in (i) Electronic format (ii) Printed format | RTI Disclosures are posted on PFC website (www.pfcindia.com) and the website has both English and Hindi language facility. All citizens can have access to the website and take printouts from there. |
| 3.5 | Whether information manual/ handbook available free of cost or not [Section 4(1)(b)] | List of materials available (i) Free of cost (ii) At a reasonable cost of the medium | RTI Disclosures are posted on PFC website (www.pfcindia.com) and the website has both English and Hindi language facility. All citizens can have access to the website and take printouts from there. |

4. E. Governance

| S. No. | Item | Details of disclosure | Information / Relevant Web Link |
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| 4.1 | Language in which Information Manual/Handbook Available [F No. 1/6/2011-IR dt. 15.4.2013] | (i) English (ii) Vernacular/ Local Language | RTI Disclosures are posted on PFC website (www.pfcindia.com) and the website has both English and Hindi language facility. |
| 4.2 | When was the information Manual/Handbook last updated? [F No. 1/6/2011-IR dt 15.4.2013] | Last date of Annual updation | 28.04.2021 |
| 4.3 | Information available in electronic form [Section 4(1)(b)(xiv)] | (i) Details of information available in electronic form (ii) Name/ title of the document/record/ other information (iii) Location where available | The relevant link is given below :- https://www.pfcindia.com/Home |
| 4.4 | Particulars of facilities available to citizen for obtaining information [Section 4(1)(b)(xv)] | (i) Name & location of the facility (ii) Details of information made available (iii) Working hours of the facility (iv) Contact person & contact details (Phone, fax email) | The relevant link is given below :- https://www.pfcindia.com/Home PUBLIC INFORMATION OFFICER (PIO) Sh. Manohar Balwani, CGM (CS) & Public Information Officer, Power Finance Corporation Ltd., Urjanidhi' , 1, Barakhamba Lane, Connaught Place, New Delhi-110001. Telephone No. 011-23456000 (O) |

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| | | | Fax No. +91-11-23456740 E-mail ID : mb@pfcindia.com |
| 4.5 | Such other information as may be prescribed under section 4(i)(b)(xvii) | (i) Grievance redressal mechanism | The mechanism related to grievances is mentioned in "Citizen Charter" of PFC which is available at the below-mentioned link :- https://www.pfcindia.com/Home/VS/84 . |
| | | (ii) Details of applications received under RTI and information provided | The information is available at the following link:- https://www.pfcindia.com/Home/VS/10176 |
| | | (iii) List of completed schemes/ projects/ Programmes | The relevant information pertaining to GOI schemes of which the Corporation is a Nodal Agency, is placed at the below mentioned link:- http://pfcindia.com/Home/VS/23 |
| | | (iv) List of schemes/ projects/ programme underway | |
| | | (v) Details of all contracts entered into including name of the contractor, amount of contract and period of completion of contract | |
| | | (vi) Annual Report | The relevant link is given below :- https://www.pfcindia.com/Home/VS/72 |
| | | (vii) Frequently Asked Question (FAQs) | The relevant link is given below :- https://www.pfcindia.com/Home/VS/10201 |
| | | (viii) Any other information such as a) Citizen's Charter | The relevant link of Citizen Charter is given below:- https://www.pfcindia.com/Home/VS/84 |
| | | b) Result Framework Document (RFD) | Not Applicable |
| c) Six monthly reports on the Performance against | Not Applicable | | |

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| | | the benchmarks set in the Citizen's Charter | |
| 4.6 | Receipt & Disposal of RTI applications & appeals [F.No 1/6/2011-IR dt. 15.04.2013] | (i) Details of applications received and disposed (ii) Details of appeals received and orders issued | The information is available at the following link:- https://www.pfcindia.com/Home/VS/10176 |
| 4.7 | Replies to questions asked in the parliament [Section 4(1)(d)(2)] | Details of questions asked and replies given | Not Applicable |

5. Information as may be prescribed

| S. No. | Item | Details of disclosure | Information / Relevant Web Link |
|--------|--|--|---|
| 5.1 | Such other information as may be prescribed [F.No. 1/2/2016-IR dt. 17.8.2016, F No. 1/6/2011-IR dt. 15.4.2013] | (i) Name & details of (a) Current CPIOs & FAAs (b) Earlier CPIO & FAAs from 1.1.2015 | (a) PIO-PFC since 01.01.2015 till date :- Sh. Manohar Balwani, CGM (CS) & Public Information Officer, Power Finance Corporation Ltd., Urjanidhi', 1, Barakhamba Lane, Connaught Place, New Delhi-110001. Telephone No. 011-23456000 (O) Fax No. +91-11-23456740 E-mail ID : mb@pfcindia.com Current FAA :- Sh. G. S. Patra, Executive Director (Projects) and First Appellate Authority (RTI) Power Finance Corporation Limited "Urjanidhi", 1, Barakhamba Lane, Connaught Place, New Delhi-110001. Phone: 011-23456604 |

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| | | | <p>E-mail: gs_patra@pfcindia.com</p> <p>(b) FAAs from 1.1.2015 :-</p> <p>From 01.01.2015 to 07.09.2017 :- Sh. P. K. Singh, First Appellate Authority (RTI) Power Finance Corporation Ltd., Urjanidhi' , 1, Barakhamba Lane, Connaught Place, New Delhi-110001.</p> <p>From 08.09.2017 to 28.02.2021:- Sh. Dinesh Vij, First Appellate Authority (RTI) Power Finance Corporation Ltd., Urjanidhi' , 1, Barakhamba Lane, Connaught Place, New Delhi-110001.</p> <p>From 16.03.2021 till date :- Sh. G. S. Patra, First Appellate Authority (RTI) Power Finance Corporation Ltd., Urjanidhi' , 1, Barakhamba Lane, Connaught Place, New Delhi-110001.</p> |
| | | <p>(ii) Details of third party audit of voluntary disclosure</p> <p>(a) Dates of audit carried out (b) Report of the audit carried out</p> | <p>The information is available at the following link:-</p> <p>https://www.pfcindia.com/Home/VS/10176</p> |
| | | <p>(iii) Appointment of Nodal Officers not below the rank of Joint Secretary/ Additional HoD</p> | <p>The details of Public Information Officer (PIO) is given as under:</p> <p>Sh. Manohar Balwani, CGM (CS) & Public Information Officer,</p> |

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| | | (a) Date of appointment (b) Name & Designation of the officers | Power Finance Corporation Ltd., Urjanidhi' , 1, Barakhamba Lane, Connaught Place, New Delhi-110001. Telephone No. 011-23456000 (O) Fax No. +91-11-23456740 E-mail ID : mb@pfcindia.com |
| | | (iv) Consultancy committee of key stake holders for advice on suo-motu disclosure (a) Dates from which constituted (b) Name & Designation of the officers | Not Applicable |
| | | (v) Committee of PIOs/FAAs with rich experience in RTI to identify frequently sought information under RTI (a) Dates from which constituted (b) Name & Designation of the Officers | Not Applicable |

6. Information Disclosed on own Initiative

| S. No. | Item | Details of disclosure | Information / Relevant Web Link |
|--------|---|--|---------------------------------|
| 6.1 | Item / information disclosed so that public have minimum resort to use of RTI Act to obtain information | Contents of RTI Disclosures are being updated regularly. Apart from this, PFC website is regularly updated/ reviewed by MS Unit. | |

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| 6.2 | Guidelines for Indian Government Websites (GIGW) is followed (released in February, 2009 and included in the Central Secretariat Manual of Office Procedures (CSMOP) by Department of Administrative Reforms and Public Grievances, Ministry of Personnel, Public Grievance and Pensions, Govt. Of India) | <p>(i) Whether STQC certification obtained and its validity.</p> <p>(ii) Does the website show the certificate on the Website?</p> | <p>(i) Yes on 19.02.2019. Validity is perpetual till no major modification is done in the design.</p> <p>(ii) Since it is a physical paper based certificate, it can be provided to relevant statutory agencies on demand and on satisfaction of PFC.</p> |
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