

## **EXECUTIVE COMMITTEE**

### **TERMS OF REFERENCE**

To act within the authority delegated to it by the Board of Directors from time to time, on the matters relating to:-

1. Bank accounts of the Company
2. Offices of the Company
3. Various connections relating to Utilities
4. Various types of Agreements on behalf of the Company
5. Litigation relating to the Company
6. Various Licenses, Permits, Approvals, Authorizations from any Statutory Authority/Department
7. General administration of the Company
8. Processes, policy, Guidelines, Rules and Regulations for smooth conduct of affairs of the Company
9. Borrowing funds in the normal course of Business of the Company
10. Providing Loans, guarantees, securities, investing funds of the Company
11. Purchasing /selling/mortgaging Commercial properties/ fixed assets of the Company for the purpose of running business of the Company
12. Exploring the options of adding new products and services to the existing bouquet of services and exploring the possibilities of business re-organization/ re-structuring

(Sd/-)

Sat Paul Bansal  
Chairman of the Board  
23.08.2017