



## SONATA FINANCE PRIVATE LIMITED

### RESOURCE PLANNING POLICY

Version	Date of Approval / Reviewal
V.1	22-02-2019
V.2	22-09-2020

#### BACKGROUND

Sonata is a Microfinance Institution "MFI" and is registered with the Reserve Bank of India as Non-Banking Financial Company - Micro Finance Institution "NBFC-MFI". The Company provides financial services (lending) to low income households of rural, urban and semi urban families. The company is into the business of lending to the lower income group and for the furtherance of this objective the company has opened its branches at various places in the country. The company gets the funding from government approved institutions like NABARD, SIDBI and other public and private sector banks, Financial Institutions and NBFCs for further disbursement to clients.

This policy has been framed to establish a guidance system for resource planning covering areas such as planning horizon and periodicity of raising funds through private placement route by Sonata Finance Private Limited (herein after referred to as "Sonata" or "the Company") keeping in view the requirements of RBI Master Circular RBI/DNBR/2016-17/45 Master Direction DNBR. PD. 008/03.10.119/2016-17 September 01, 2016 (Updated as on May 31, 2018). The policy of the company on resource planning will also cover the objectives of the above regulatory requirement.

#### OBJECTIVE OF POLICY

The Resource Planning Policy lays down a broad framework for resource raising activities through various sources in a manner that ensures a strategic and smooth management of interest rate risk and liquidity risk. The Policy has been established to put in place resource planning which, inter-alia, shall cover the planning horizon and the periodicity of private placement and to outline the requirements of the Companies Act 2013 read with guidance provided by RBI Master Circular RBI/DNBR/2016-17/45 Master Direction DNBR. PD. 008/03.10.119/2016-17 September 01, 2016, as updated from time to time, for issuance of NCD by NBFC's.

The long term objective is to develop and implement the best practices in the integrated resource planning so that the least cost mix of resources may be achieved. The company shall resource its long term fund requirements from various sources of funds and shall broadly fix the targets as per the following ratio:

Banks/Institutional funding :	60%-70%
By the issue of NCD :	15%-25%

The above limits shall be re-assessed by the Financial Advisory & Asset and Liability Committee of the company, at the beginning of each financial year and the same shall be revised as per the business requirements. Further the company shall at no point of time breach the single/group borrower exposure limits prescribed by RBI from time to time.

### Planning for short term and long term resources

The resource planning of the company shall be based on its Asset Liability Matching (ALM) requirement. Broadly the planning horizon shall be of following two categories;

- A. Long Term Resources and
- B. Short term resources.

#### **A. Policy on raising long term resources.**

##### **1. Tenure**

Considering the fact that the company's business is mainly of lending to marginalised section of the society and the period of the loan is generally upto 24 months only any resource that could be raised with a maturity profile of more than 24 months should be classified as a long term resource. The mix between the long term resource requirement and the short term resource requirement shall be assessed by the Financial Advisory and the Asset Liability Management committee of the company from time to time, based on the ALM profiling and business projections.

##### **2. Manner of raising long term resources**

###### **2.1 Borrowings from banks and other Financial Institutions.**

The company may plan for raising long term resources from banks and financial institutions. The major source of funding for the company as of now is nationalized and other scheduled commercial banks, All India Financial Institutions and larger NBFCs. While these organized sector shall continue to be the biggest source for meeting the long term funding requirement, the company shall develop alternative sourcing of funds from other markets depending on the business requirements from time to time.

###### **2.2 Retained Earnings.**

The company shall plough back its profits in such proportions based on the maintenance of capital adequacy ratio stipulated by regulations from time to time.

###### **2.3 Issue of Debt Securities through Private Placement.**

The issue of debt securities on private placement basis, by the company shall be made in compliance with Section 43, 62,71 read with related rules and other regulations of Companies Act 2013 in addition to the master circular RBI/DNBR/2016-17/45 Master Direction DNBR. PD. 008/03.10.119/2016-17 September 01, 2016 of the Reserve Bank of India . The company shall subject to the applicable laws and regulations, issue debt securities depending on its business requirements and the market conditions in the following manner;

- a. Private placement of (Rated and Listed) NCDs
- b. Private placement of Un Listed (Rated and Un rated) NCDs

###### **a. Private Placement of (Rated and Listed) NCD's**

- a. The company may subject to the compliance with the applicable provisions of laws/

and regulations may issue Redeemable Non convertible Debentures with maturity period of 12 months and above (NCDs/Bonds) at such intervals by way of private placement at such coupon rates as the company think fit from time to time with such subscription amount, per investor, as may be prescribed under any law or regulation in force from time to time to eligible investors and shall be listed in one or more recognized stock exchanges in India. However, in case of issue of NCD's with maximum subscription amount, per investor, being less than 100 lakh, the maximum number of subscribers shall be limited to 200 for every financial year and the same shall be compulsorily secured on the assets of the company. The frequency of the issue may be decided by the Board / Committee of the Board from time to time depending on the business environment, market conditions and regulatory provisions in this behalf.

#### **b. Private Placement of Unlisted NCDs ( Rated and un rated)**

Based on the business requirements, the company may issue Unlisted NCDs to individuals/ institutions or such other class or category of investors. The timing and the amount of issue shall be decided by the Board / Committee of the Board and shall be subject to the statutory and regulatory compliances as may be required from time to time. However, as a policy the company in the ordinary course of its business shall have maximum of 6 such issues during a financial year and if the subscription amount per subscriber remains below Rs. 100 lakhs the total number of subscribers during the financial year shall not exceed 200 and such issue shall be fully secured. However, if subscription amount per subscriber exceeds Rs. 100 lakhs , no such restriction of a maximum of 200 subscribers and of creation of security shall be applicable on the company.

Private placement of Unlisted Debentures shall be made on the basis of a Disclosure document/ information memorandum which shall specify the opening and closing dates of the issue, financial position and performance of the company as per the two latest audited financial statements of the company and of the major risk factors as perceive by the management. The issue of debentures covered under sub clause a and b above may be secured (depending upon amount of subscription per subscriber, as stated above) on the assets of the company moveable or immovable and a charge shall be registered in accordance with the provisions of the Companies Act,2013.

#### **2.4 Issue of Subordinated Debt instruments.**

The Company may for meeting its ALM requirements issue Un Secured Subordinated Debt instruments which are not classified as deposits under the applicable directions of the Reserve Bank of India with a maturity period exceeding 5 years from the date of allotment. This instrument may be issued to such class or category of investors as the Board / Committee of the Board decides from time to time.

#### **B. Short Term Resources**

Resources with a maturity of less than 24 months shall be treated as short term resources. The main sources of such resources are bank limits and Commercial papers(CP). Although, the Company, in the normal course of business does not require short term resources on account of its policy of lending for minimum period of 24 months, but depending on the ALM requirements the company may borrow funds from banks and other financial institutions / corporates from time to time and continue to issue commercial papers with maturity ranging from one month to 24 months. Subject to applicable laws and regulations the company may also avail inter corporate loans which are exempt from the purview of public deposit under the applicable directions of RBI. However, the Company shall not issue NCD's with maturities below 12 months period.

## **II) Plan for Mix of Resources**

The ideal mix of resources for the company and the resource mobilization program for each financial year shall be decided in advance and shall be reflected in the business plan for each year. The mix of resources shall be mobilized in accordance with the business targets and the Financial Advisory and Asset Liability Management Committee of the company shall be empowered to revise the mix of resources as per the requirements of meeting the business plan from time to time.

### **III) Adherence to Laws**

1. The Company shall raise funds through private placement of securities including NCD's, as and when required as per business projections, strictly for its own business purposes only and not for the benefit of its subsidiary, holding or Associate Company, if any.
2. The minimum subscription per investor shall be Rs. 20,000 (Rupees Twenty thousand)
3. The Company shall issue NCD's with maturities of more than one year.
4. The issuance of private placement of NCDs shall be in two separate categories, those with a maximum subscription of less than Rs. 100 lakh and those with a minimum subscription of Rs. 100 Lakh and above per investor
5. There shall be a limit of 200 subscribers for every financial year, for issuance of NCDs with a maximum subscription of less than Rs. 100 lakh, and such subscription shall be fully secured
6. In case of issue of NCD with minimum Subscription of Rs. 100 Lakh or above the option to create security in favour of subscribers shall be with the Company. Such unsecured debentures shall not be treated as public deposits as defined in these Directions.
7. The Company shall issue debentures only for deployment of funds on its own balance sheet.
8. The Company shall not extend loans against the security of its own debentures. (issued either by way of private placement or public issue).
9. The Company shall comply with the guidelines of Securities and Exchange Board of India for all Listed NCD's.
10. The Company shall comply with all other provisions of the Companies Act 2013 with respect to issue of NCD on private placement basis.

### **IV Amendment to the Policy Amendment**

The above policy has been approved in accordance with the applicable laws and rules or regulations of the Reserve Bank of India and Companies Act, 2013. Any regulatory amendment, contained in the governing act or any rules thereof shall have the effect of suo-motto amendment of the policy. Further the policy may be amended from time to time by the Board of Directors of the Company.

### **V) Applicability**

The policy shall be effective from the date approved by the Board of Directors.

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