



Salaried Personal Loan

Consolidated Policy Document - Aug'25

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1. Full Underwriting Program

Policy Parameter	Prime & Growth																																																								
Location Master	As per attached location list																																																								
Customer Profile	<ol style="list-style-type: none"> Salaried employees working in companies/ Govt are allowed to source Contractual employees are not allowed Employees of proprietorships, partnerships, HUF, Trusts and co-operative societies not to be funded Applicant should not be a promoter of the company/partner in a firm. Same is applicable for BFL Listed/Unlisted/Delisted Company No Funding for customer staying in PG, Hostel & guest house 																																																								
Age Norms	<p>Minimum – 23 years at the time of loan application (Age <23 years not allowed in any program) Maximum – 59 years at the time of loan maturity</p> <ul style="list-style-type: none"> For Age from >=23 to <25 years, <ul style="list-style-type: none"> CIBIL Score <720 not allowed PL score <650 not allowed Red segment not allowed Salary >75k AND HL ever in CIBIL Report OR if residing in Owned house where Resi geo tagging mandatorily done to check if staying with parents <p>Above norms not applicable in Employee loan, LINE, Pre-approved TOPUP program & ABB Program</p> <ul style="list-style-type: none"> If age > 55 years tenor of the loan to be adjusted for loan expiry at 59 years Only Term Loan/ Drop Line Flexi is allowed where Age >55 years. In Growth market, for customer with Age >55 years, salary should be >=75k With Retirement proof, max age up to 62 years at the time of loan maturity allowed for Govt employee For professors, age up to 65 is allowed at the time of loan maturity for Govt & University employee BSNL employees are allowed with maximum Age – 50 Yrs. 																																																								
Minimum Loan Amount	1 Lakh																																																								
Maximum Loan Amount	<p>Max Loan amount as per below grid:</p> <table border="1"> <thead> <tr> <th>MARKET</th> <th>SUPER GREEN</th> <th>GREEN</th> <th>AMBER</th> <th>RED</th> <th>Dark Red</th> </tr> </thead> <tbody> <tr> <td>PRIME</td> <td>40L</td> <td>38L</td> <td>28L</td> <td>17L</td> <td>17L</td> </tr> <tr> <td>Annex</td> <td>28L</td> <td>28L</td> <td>28L</td> <td>17L</td> <td>17L</td> </tr> <tr> <td>G1</td> <td>40L</td> <td>38L</td> <td>28L</td> <td>17L</td> <td>17L</td> </tr> <tr> <td>G2</td> <td>40L</td> <td>38L</td> <td>28L</td> <td>17L</td> <td>17L</td> </tr> <tr> <td>G3</td> <td>28L</td> <td>28L</td> <td>17L</td> <td>11L</td> <td>11L</td> </tr> <tr> <td>G4</td> <td>20L</td> <td>20L</td> <td>17L</td> <td>11L</td> <td>11L</td> </tr> </tbody> </table> <ul style="list-style-type: none"> Max LA 50L for Prime locations if meeting below norms <table border="1"> <thead> <tr> <th>Parameter</th> <th>Norms</th> </tr> </thead> <tbody> <tr> <td>Locations</td> <td> <p>Allowed only in below locations of Prime market:</p> <ul style="list-style-type: none"> Delhi, Faridabad, Greater Noida, Noida, Gurugram, Ghaziabad Bengaluru Pune, Dehu Road Mumbai, Navi Mumbai, Thane Hyderabad Chennai Kolkata Ahmedabad </td> </tr> <tr> <td>Eligible Companies</td> <td> <p>Allowed only in below company categories –</p> <ul style="list-style-type: none"> Diamond, Platinum, Gold, Silver, Blue, Bronze, Pvt Ltd Company </td> </tr> <tr> <td>Loan type</td> <td>Allowed in Term loan, Dropline Flexi & Hybrid Flexi</td> </tr> <tr> <td>Max Tenor</td> <td>Up to 96 months</td> </tr> <tr> <td>Age Norms</td> <td>Age should be <50 years at the time of acquisition</td> </tr> <tr> <td>Employment Check</td> <td> <ul style="list-style-type: none"> Email & Domain check is mandatory Below profiles are not allowed <ul style="list-style-type: none"> Current work exp <6 months Employment confirmation only basis EPFO </td> </tr> </tbody> </table>	MARKET	SUPER GREEN	GREEN	AMBER	RED	Dark Red	PRIME	40L	38L	28L	17L	17L	Annex	28L	28L	28L	17L	17L	G1	40L	38L	28L	17L	17L	G2	40L	38L	28L	17L	17L	G3	28L	28L	17L	11L	11L	G4	20L	20L	17L	11L	11L	Parameter	Norms	Locations	<p>Allowed only in below locations of Prime market:</p> <ul style="list-style-type: none"> Delhi, Faridabad, Greater Noida, Noida, Gurugram, Ghaziabad Bengaluru Pune, Dehu Road Mumbai, Navi Mumbai, Thane Hyderabad Chennai Kolkata Ahmedabad 	Eligible Companies	<p>Allowed only in below company categories –</p> <ul style="list-style-type: none"> Diamond, Platinum, Gold, Silver, Blue, Bronze, Pvt Ltd Company 	Loan type	Allowed in Term loan, Dropline Flexi & Hybrid Flexi	Max Tenor	Up to 96 months	Age Norms	Age should be <50 years at the time of acquisition	Employment Check	<ul style="list-style-type: none"> Email & Domain check is mandatory Below profiles are not allowed <ul style="list-style-type: none"> Current work exp <6 months Employment confirmation only basis EPFO
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Policy Parameter	Prime & Growth	
		<ul style="list-style-type: none"> Work from Home profile Office premises as Co-working space
	CIBIL/ PL Score Norms	<ul style="list-style-type: none"> No DPD in bureau in last 12 months Current Outstanding on all Credit cards >= Rs 10 Lacs – Not Allowed Bureau Thick (Bureau Thick customer (CIBIL → Bureau Category → Thick/Thin) AND <ul style="list-style-type: none"> Ever HL is mandatory OR Owned house
	Risk Segment	Only Super Green & Green Segment
	Leverage Norms	<ul style="list-style-type: none"> >=2 unsecured loans in last 6 months not allowed
	Banking	<ul style="list-style-type: none"> Min 6 months bank statement to be verified by AA/ Perfios EMI Bounce in last 6 months banking is not allowed
	Bounce & Delinquency norms (On-Ups)	<ul style="list-style-type: none"> As per Annexure 11.2 from Consolidated policy document
	Norms for BFL Unsecured Loans/ Total Exposure	<ul style="list-style-type: none"> As per Annexure 11.3 from Consolidated policy document Existing BFL SALPL loan to be processed in BTTP only. Parallel funding not allowed
	Geo tagging	<ul style="list-style-type: none"> Geo tagging is mandatory & to be done by BFL ON ROLL Employee only Negative Area/ OGL not allowed to process
	<p>Additional Norms for Loan Amount Capping:</p> <ul style="list-style-type: none"> With Salary <=1.10L, max loan amount to be restricted to 20L (irrespective of eligibility). Cases with >=3 PL, incl. BFL (<=20K sanction amount loans not to be counted), then loan amount to be capped at 27Lacs, across all segments, salary band or profile. If Industry is into Textile & Seafood and if approved LA is >15Lacs and not falling in above segments then, case to be processed with NCM deviation. For Nagpur & Chandigarh, Banks/NBFC/Insurance companies to be capped at 10L, irrespective of any segment/program. CIBIL >=730 , Count of enquiries >=10 in 12M (All Enquiries to be counted), Salary <2L and >=3 PL , then loan amount will be capped at 15L. (BFL Enquiries not to be counted) 	
Tenor basis Products	<p>Minimum Tenor: 12 Months</p> <p>Term Loan – 96 months Dropline Flexi –96 months</p> <ul style="list-style-type: none"> Cases with salary >=50k are eligible for max Tenure of 96M in Term loan & Dropline Flexi <ul style="list-style-type: none"> Cases with salary <50k can be process with Term Loan/ Dropline Flexi with max Tenure as 60 months For Tenure >=72M, eligibility calculation with 72M tenure in Term Loan <p>Tenure for Hybrid flexi can be 84 months or 96 months:</p> <ol style="list-style-type: none"> i.e., Pure Flexi Tenure as – 24 months & Dropline Flexi Tenure – 60 or 72 months For Hybrid Flexi with 84 months, eligibility will be calculated with tenure of dropline tenure of 60 months For Hybrid Flexi with 96 months, eligibility will be calculated with tenure of dropline tenure of 72 months <ul style="list-style-type: none"> No other combination of Tenure allowed in Hybrid Flexi other than total Tenure of 84 or 96 months No deviation is allowed on same 	
Due Date	2 nd of every month	
Geographical limits	<ul style="list-style-type: none"> Residence to be within the approved city limits and local clearing/at par for cheques. City Limits of business is applicable for SAL/PL Locations Residence to be within 27.5 km from the BFL Branch where Market Category <120 locations Residence to be within 30 km from the BFL Branch where Market Category >120 locations Office outside Geo limit is allowed only if current residence is within BFL location and where customer does daily up down to office from residences. loan can be booked only where applicant is staying 	
Negative area	<p>Sourcing allowed in Negative area if customer is meeting below 2 norms</p> <ol style="list-style-type: none"> CIBIL Score >=720 AND Bureau Thick customer as per annexure 11.2 <p>Underwriter to capture Negative Area deviation manually if customer is meeting above norms.</p>	

Policy Parameter	Prime & Growth					
	No deviation allowed on Negative area if above norms not met.					
Geo tagging	As per Annexure 11.9					
Identity Checks	As per Annexure 11.10					
Salary Norms	1. Minimum salary in Prime & it's Annex location - 50k 2. Minimum salary in Growth location - 35k					
Bounce & Delinquency norms (On-Us)	As per Annexure 11.3					
BFL Unsecured Loan norms	As per Annexure 11.4					
Risk Segment	As per Annexure 11.6					
Marginal Segment	As per Annexure 11.5					
Leverage	<ol style="list-style-type: none"> >=10 PL/BL not allowed in any program (<=20K sanction amount loans not to be counted). >=4 PL/BL at the time of acquisition (<=20K sanction amount loans not to be counted) in Amber, Red Segment with salary <2L not allowed for SALPL ETB customer. >=3 PL/BL not allowed in Stock Broking/ Securities companies in any program (LA <50k not to be counted). Please note: - Indian Bank Backed Broking/ securities companies are allowed (i.e., HDFC Securities/ ICICI Direct, etc) - Non-Indian Bank Backed Broking/ securities companies are not allowed (i.e., Angel Broking, karvy, etc) >=3 PL/BL not allowed in NBFC companies in any program (LA <50k not to be counted). Please note: Max LA capping of 10L for NBFC's listed in Pvt ltd category In PRIME, and its Annex locations, >=3 live PL/BL (Incl. BFL), NO HL, Except Super Green, where salary <1.5L then not allowed (<=20K loans not to be counted). If >=3 PL/BL, where enquiries in last 12 month (secured + unsecured) is >=10 and salary as per market i.e., 'Prime' = <2L & 'Growth' = <1.5L, then not allowed. (<=20K sanction amount loans not to be counted). CC outstanding of >6x of salary: - CC outstanding of >6x of salary AND Salary <75k Not Allowed. - CC outstanding of >6x of salary AND Salary >=75k - 1.5L - allowed with NCM deviation. CC O/S >=10L not allowed in any non-income based program. PL/BL Enquiry >=6 in last 1 month not allowed for SALPL ETB/ NTB customer. BFL Enquiry not to be counted. Cases where there is >=3 PL/BL, incl. BFL (<=20K sanction amount loans not to be counted) then multiplier will be capped at 20X, irrespective of salary and segment. Cases with >=3 PL, incl. BFL (<=20K sanction amount loans not to be counted), then loan amount to be capped at 27Lacs, across all segment, salary band or profile. Cases where there is >=3 PL/BL, incl. BFL (<=20K sanction amount loans not to be counted) then FOIR will be capped as per below, irrespective of salary. <table border="1" style="width: 100%; margin-top: 10px;"> <thead> <tr> <th style="background-color: #0056b3; color: white;">No HL(Ever) / Property Loan</th> <th style="background-color: #0056b3; color: white;">With HL(Ever) / Property Loan</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">60%</td> <td style="text-align: center;">70%</td> </tr> </tbody> </table>		No HL(Ever) / Property Loan	With HL(Ever) / Property Loan	60%	70%
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CIBIL norms	As per Annexure 11.1 Min. PL Score - 650					
Salary Slip	<ul style="list-style-type: none"> Super Green & Green Segment - 1 month Amber/ Red - 3 months Salary Slip not required in NIP Program Case can be processed on salary certificate allowed only in Growth locations basis below norm, below to be check by Credit at the time of processing: <ul style="list-style-type: none"> Certificate should not be more than 2 months old Supported by last 3 months salary credits in bank Should be on company letter head duly signed & stamped with company seal in original Employee name mentioned Mismatch in salary heads or overwriting not acceptable RCU signoff, if suspected 					
Bank A/c Type	Salary bank account only					

Policy Parameter	Prime & Growth
Bank Statements	<ul style="list-style-type: none"> - Min 3 months Bank Statement <p>Credit to check below norms at the time of processing,</p> <ol style="list-style-type: none"> 1. All months to show salary credits on regular dates – span of 5 working days for fluctuation in dates allowed. 2. EMI bounce in the last 3 months as per bank statement. (Bounce for technical reasons is ok) 3. Salary credits in bank statement should be only through direct mode and not cash/cheque 4. High credit to be check 5. Bank statement to be available till end of previous month prior to login 6. Salary Delay <ul style="list-style-type: none"> o Non Govt allowed only upto 5 days o Government – Up to 30 days <p>*Note- Balance of entire month for last 3 months to be consider for ABB calculation. Salary shall be credited compulsorily.</p>
Bank statement Verification	As per Annexure 11.8
Employment Experience	<p>Total Employment experience >=3 years, (this norm not applicable for Age from >=23 to <25 years) Current Employment >= 1 day</p> <p>If Current employment is less than 1 month and salary slip is not available, then</p> <ol style="list-style-type: none"> 1. CTC letter of current employer 2. Email confirmation is mandatory (No deviation on current employment norms) 3. 6 months banking of salary account of previous employer to be documented (Customer might not be getting any salary in last 1/2/3 months in lieu of resignation) 4. This bank statement to be validated (through AA/ OCR/ Perfios/ Covert) 5. Program type in SFDC= Offer Letter based Program
Eligibility Calculation	Eligibility will be calculated as: Minimum of FOIR, Multiplier & Policy Capping
Eligibility Consideration	<p>Clarification on Income Consideration</p> <ul style="list-style-type: none"> • Monthly Incentive-Average of last 3 months will be considered only if received in each of the last 3 months • Quarterly Incentive (Average of last 2 quarters)/6, will be considered as part of income only if received in each of the last 2 quarters • Net Salary = Gross Salary-Deductions • Arrears, Overtime to be excluded from income <p>Clarification on considering Obligations</p> <ul style="list-style-type: none"> • 5% Credit card Outstanding Not to be obligated if total Credit outstanding lower than Salary amount ELSE • Monthly obligations to include 5% of Credit Card and 5% of Overdraft O/s as per CIBIL apart from all fixed EMI's serviced by applicant (5% is the industry standard minimum amount due (MAD) required for credit cards for the account to not flow into DPD) • In case of any Overdraft of > 5 Lacs O/s is appearing as per CIBIL, underwriting team to check and include monthly interest obligation (average of last 3 months) or actual monthly obligation, for eligibility calculations • Loan EMIs getting over in 6 months not to be considered • Gold Loan/ LAS/Loan Against FD - Monthly interest to be obligated in CAM. Interest to be calculated as following <ol style="list-style-type: none"> 1. Gold Loan – 15% p.a. 2. LAS / Loan Against FD – 12% p.a. <i>*Interest rate as per industry standard has been considered</i> • For Agriculture loan / Kisan Credit Card - Monthly interest to be obligated in CAM. Interest to be calculated as 15% p.a. <p>Clarification on Under Construction Home Loan</p> <ul style="list-style-type: none"> • Home Loans at under construction stage where customer is paying pre-emi as of now, and the full EMI will start later (varying from 1 year to 3 years) In such scenario's it is decided to take full EMI as obligation and increase the net salary (considered for eligibility) by flat 10% for every year (max increment to be capped at 20%) covering the years which would be required for completion of the property (Full EMI as per sanction amount is considered (not the

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	<p>EMI of Pre EMI period) because customer currently would be paying EMI on Home loan which is only partial and way lesser than actual EMI. Since we are considering higher EMI we also give 10% YOY increment (max 20%) for Pre EMI period)</p> <ul style="list-style-type: none"> • Document showing possession date is required. Credit to validate Under-construction basis EMI/Pre-EMI in bank statement • Proof required if salary increment is to be given • Credit to validate EMI/Pre-EMI in banking so additional document proof is not required for a flat 10% salary increment • Customer to provide agreement to sale, which should define date of possession/completion. If date of possession/completion is > 1yr, 10% salary increment can be given <p>For example: if the under-construction property would require 2 more years for completion than net salary to be increased by 10% p.a.</p> <p>Clarification on Home Loan Obligation If applicant's spouse is Salaried employee OR Self- employee and transfers 50% EMI amount per month in applicant's account or Full/Half EMI paid by applicant's spouse - then can we obligate half EMI - Yes. If same is proved and documented</p> <p>Clarification on Addbacks - As per Annexure 11.13</p>																																																				
<p>Clubbing of Rental income</p>	<p>Monthly Rental income received by the applicant can be clubbed for doing eligibility calculations subject to following:</p> <ul style="list-style-type: none"> • Rental Agreement should be taken • Monthly rental should reflect continuously for last 6 months in bank statement 80% of Last 6 months average monthly rental receipts will be considered for eligibility calculations • Considered rental income will be capped at 15% of the average net salary of applicant (Least of above 2 to be considered as rental income) 																																																				
<p>Multiplier</p>	<table border="1" data-bbox="300 1081 1469 1323"> <thead> <tr> <th rowspan="3">Prime</th> <th colspan="3">Revised Multiplier Grid</th> </tr> <tr> <th colspan="3">Salary Band</th> </tr> <tr> <th><50k</th> <th>>=50 to <75k</th> <th>>=75k</th> </tr> </thead> <tbody> <tr> <td>Super Green</td> <td>14</td> <td>20</td> <td>20</td> </tr> <tr> <td>Green</td> <td>14</td> <td>16</td> <td>20</td> </tr> <tr> <td>Amber</td> <td>10</td> <td>12</td> <td>14</td> </tr> <tr> <td>Red</td> <td>10</td> <td>10</td> <td>10</td> </tr> </tbody> </table> <table border="1" data-bbox="300 1352 1469 1594"> <thead> <tr> <th rowspan="3">Growth</th> <th colspan="3">Revised Multiplier Grid</th> </tr> <tr> <th colspan="3">Salary Band</th> </tr> <tr> <th><50k</th> <th>>=50 to <75k</th> <th>>=75k</th> </tr> </thead> <tbody> <tr> <td>Super Green</td> <td>18</td> <td>20</td> <td>20</td> </tr> <tr> <td>Green</td> <td>16</td> <td>16</td> <td>20</td> </tr> <tr> <td>Amber</td> <td>12</td> <td>12</td> <td>16</td> </tr> <tr> <td>Red</td> <td>10</td> <td>10</td> <td>10</td> </tr> </tbody> </table> <ul style="list-style-type: none"> • Max Applicable multiplier allowed as 22x in below segment <ul style="list-style-type: none"> ○ Super Green Segment AND ○ Salary >=75k AND ○ Allowed in Full UW/NIP Program/Normal BT Program AND ○ Allowed only in Listed Companies, Pvt Ltd Category & Central Govt Entity (excluding Unlisted, Delisted, Unlisted LLP/State Govt Entity/School/ College/University & Hospitals) ○ Above norms NOT applicable for Product program as MTS & SAL Government • Max Applicable multiplier allowed as 24x in below segment <ul style="list-style-type: none"> ○ Super Green AND ○ Salary >=75K AND ○ Ever HL in bureau OR No HL with Salary >=1.5 Lacs AND ○ Count of live Unsecured Loan <2 AND ○ Allowed in Full UW/NIP Program/Normal BT Program AND 	Prime	Revised Multiplier Grid			Salary Band			<50k	>=50 to <75k	>=75k	Super Green	14	20	20	Green	14	16	20	Amber	10	12	14	Red	10	10	10	Growth	Revised Multiplier Grid			Salary Band			<50k	>=50 to <75k	>=75k	Super Green	18	20	20	Green	16	16	20	Amber	12	12	16	Red	10	10	10
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Policy Parameter	Prime & Growth														
FOIR	FOIR capping for Prime, Annex & Growth location as below:														
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	<50k	60%	60%												
	>=50K – 1L	65%	70%												
>1L	70%	70%													
<ul style="list-style-type: none"> In Normal BT & CC BT, where >=3 PL (Incl. BFL) found in bureau and has NO HL, then FOIR to be restricted to 55%. Cases where there is >=3 PL/BL, incl. BFL (<=20K sanction amount loans not to be counted) then FOIR will be capped as per below, irrespective of salary. 															
<table border="1"> <thead> <tr> <th>No HL(Ever) / Property Loan</th> <th>With HL(Ever) / Property Loan</th> </tr> </thead> <tbody> <tr> <td>60%</td> <td>70%</td> </tr> </tbody> </table>	No HL(Ever) / Property Loan	With HL(Ever) / Property Loan	60%	70%											
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<p>*FOIR cap is decided considering the maximum that a customer can pay as fixed obligations (EMIs) after household expenses.</p> <p>- A higher FOIR is allowed for customers with home loan as it is assumed that the customer with a Home loan will not have to bear rental expenses or earns an additional rental income</p> <p>- Similarly, a lower FOIR is allowed for customers with relatively lower income (<50K) as minimum absolute household expenditure is assumed for sustenance not allowing the customer to run obligations at a higher FOIR compared to customers with higher income.</p> <p>Additional 5% kicker in FOIR for customer's meeting below norms-</p> <p>Set 1 -</p> <ol style="list-style-type: none"> ABB >40k AND Salary >1L in Prime OR Salary >75k in Growth market AND Super Green OR Green Segment Above kicker norms not applicable in MTS & ABB program <p>Set 2 -</p> <ol style="list-style-type: none"> Super Green AND Salary >75K AND Ever HL in bureau Count of live Unsecured Loan <2 Only in Listed Companies (excluding Unlisted, Pvt Ltd category, Delisted, Unlisted LLP, Central/ State Entity, School/ College/ Hospitals) ABB >=20k Above norms NOT applicable for Product program as MTS & SAL Government 															
Employment Checks	<ol style="list-style-type: none"> Employment check is mandatory & norms as per Annexure 11.7 No employment confirmation required for Govt cases if employment is not changed. This is applicable for following programs - <ul style="list-style-type: none"> Pre-approved Top-up live Top-up/Parallel full UW Applicable for customers with age up-to 50 years 														
Other Credit Checks	<ol style="list-style-type: none"> Tele PD – Mandatory in all cases Family Exposure Norms (Unsecured Personal Loans) Maximum BFL level unsecured exposure capped to be check for individual capacity <ul style="list-style-type: none"> If Applicant taken unsecured loan from BFL 15 lacs within individual capacity, his/her spouse can also avail loan irrespective of applicant loan MOB in his/her individual capacity without any family exposure cap subject to max eligibility Maximum loan amount for individual to be restricted basis applicable profile capping, segment caps and location capping as per existing Sal PL policy In Unlisted companies Bachelor Accommodation not allowed if meeting below <ul style="list-style-type: none"> Applicant staying with friends/ colleagues in rented house Applicant staying in guest house/ co-provided guest house Applicant staying with colleagues in co-provided house 														

Policy Parameter	Prime & Growth
	<p>4. Customer working in Co-working Places</p> <ul style="list-style-type: none"> • UW team to check in TVR, if customer working in Co-working place, (UW to mention the same in reco notes, if customer working in Co-working place if confirm by applicant in TVR) • RCU team also can validate if customer is working in Co-working places at the time of verification • Below norms to be met if customer working in Co-working place. <ul style="list-style-type: none"> ○ Official mail confirmation with domain check should be positive ○ EPFO check should be positive ○ Employee strength as per EPFO strength should be >=50 ○ Geo tagging should be mandatorily done at residence address only ○ Company should have existence in >1 cities ○ Company vintage should be >=2 years ○ Employees from listed and unlisted (Including LLP) companies are allowed in all programs except No Bureau Hit ○ Last 6 months banking to be taken and AA/Perfios status must be passed. (Covert/SM visit not allowed) <p>5. IOCL & ONGC Employees -</p> <ul style="list-style-type: none"> • Avg Last 6 months income to be consider while calculating eligibility for employees working in IOCL & ONGC • If Difference between minimum & maximum salary of last 6 months is abnormal, then Credit to take final call on income for eligibility <p>6. Work From Home Profile - For Work from home profile, below is required</p> <ul style="list-style-type: none"> • HR verification • Location stamping on salary slips • Above condition can be waived off basis Official E mail confirmation & Perfios & Video PD/ Residence Geo Tagging <p>7. Norms for Coal Field Employees Growth market, For all COAL FIELD employees of BCCL & CCL below norms are applicable-</p> <ul style="list-style-type: none"> • Min net salary should be 60K • If Net Salary < 1 Lac, Loan to be capped at 7 Lac • Residence GEO Tagging is mandatory • Sales Manager visit is mandatory in HUB Locations <p>8. Bank Employee Check</p> <ul style="list-style-type: none"> • Perfios Banking & Official email confirmation mandatory for Loan Applications of Bank Employees. • As Salary Accounts of Bank Employees cannot be verified through Covert or FCU given the restrictions on Staff Accounts • Any loan application of Bank Employee where we do not have Perfios Banking or Official Email/ TAN Check/ Online Check confirmation will require NCM approval <p>9. Maternity Leave - Loan cannot be processed</p> <p>10. Sanction Undisbursed</p> <ul style="list-style-type: none"> • Approval validity: Up to 1 month's post approval • CIBIL is valid up to 30 days from the date of initiation • Banking verification is valid up to 30 days <p>11. Co-applicant norms For Prime & G1 locations - Below norms shall meet for adding Co applicants to a case</p> <ul style="list-style-type: none"> ○ Kolkata, Ahmedabad, Chandigarh & G1 -Combined Net Salary of Rs. 60,000 p.m. ○ Combined Net Salary of Rs. 70,000 p.m. (for locations other than mentioned above) ○ Primary applicant's location level salary norms to be meet ○ Co-applicant's salary should not be below Rs. 25k ○ Co applicants could only be spouse or parents ○ Applicant & financial Co- Applicant should be residing at the same residence <p>For Annex & G2/G3/G4 locations- Below norms shall meet for adding Co applicants to a case</p> <ul style="list-style-type: none"> ○ Combined Net Salary of Rs. 40,000 p.m. ○ Primary applicant's location level salary norms to be meet ○ Co-applicant salary should not be below 15k ○ Co applicants could only be spouse or parents ○ Applicant & financial Co- Applicant should be residing at the same residence

Policy Parameter	Prime & Growth																																																												
	<p>12. If customer need disbursement in secondary bank (non-salary bank account), then</p> <ul style="list-style-type: none"> • RCM approval is mandatory • Secondary bank account to be validated through bank verification policy <p>13. Defence profile is allowed to source in Prime & its annex market, with co-applicant mandatorily.</p>																																																												
<p>Additional Norms for specific program/ profile</p>	<ul style="list-style-type: none"> • Location & Profile specific norms: <p>For Delhi & it's Annex (Delhi/ NCR)</p> <ul style="list-style-type: none"> ○ Sourcing from Govt Hospitals will be restricted for Delhi & it's Annex locations ○ For Pvt Ltd Company category, <ul style="list-style-type: none"> ▪ Max capping as per FUW norms for Super Green & Green Segment ▪ Max capping for Amber Segment = Rs. 8L ▪ Sourcing allowed in Delhi and its Annex with capping of Amber as per FUW norms, only for BFL ETB customer's. ○ For Unlisted companies - <ul style="list-style-type: none"> ▪ Delhi & its Annex will be allowed with HL ever in bureau. ▪ Up to 17Lacs allowed for Unlisted companies in Delhi ▪ Cases in Delhi unlisted shall not be processes basis office ID card and Geo Tagging <p>For loan amount above 8 lakhs below conditions needs to be satisfied-</p> <ol style="list-style-type: none"> 1. Only Super Green allowed AND 2. Minimum company Vintage should be ≥ 4 years AND 3. Minimum no. of 100 employees should be employed in the given company AND 4. Official mail confirmation, Perfios and EPFO check is Mandatory AND 5. Final case to be approved by RCM for above 8 lakhs 6. Only FUW program is allowed i.e., last 3 months Salary Slip is mandatory. NIP not allowed 7. Negative Sector companies not allowed 8. All other norms of Unlisted company will continue <ul style="list-style-type: none"> • Dhanbad and Bokaro location is allowed to source with below conditions: <ul style="list-style-type: none"> ○ Salary applicable $\geq 35K$ (Incl. SAL Govt.) ○ Coal Field companies not allowed ○ No deviation allowed on above 2 norms <p>*Note- All norms as per existing SAL PL policy is applicable, including marginal segments for Dhanbad and Bokaro.</p> <ul style="list-style-type: none"> • New Company category listed under category named as 'PURPLE'. Below norms are applicable to process case in that category - <ul style="list-style-type: none"> ○ 14X multiplier will be applicable. ○ Max loan amount will be capped at 30L. ○ Company Vintage should be ≥ 3 years. ○ M-EPFO/EPFO is mandatory. ○ CIBIL & PL Score as per FUW norms. ○ ABB Norms $> 5K$. ○ Marginal Segments applicable as per FUW. <p>* All other norms not mentioned above will be followed as per FUW norms</p> <ul style="list-style-type: none"> • Unlisted Companies: <p>BFL SALPL NTB CUSTOMER -</p> <table border="1" data-bbox="300 1619 1139 1767"> <thead> <tr> <th colspan="6">Max capping for Unlisted / Unlisted LLP company category</th> </tr> <tr> <th>REVISED RISK</th> <th>SUPER GREEN</th> <th>GREEN</th> <th>AMBER</th> <th>RED</th> <th>DARK RED</th> </tr> </thead> <tbody> <tr> <td>Prime/ Annex</td> <td>22</td> <td>22</td> <td>17</td> <td>0</td> <td>0</td> </tr> <tr> <td>G1/ G2/ G3</td> <td>22</td> <td>22</td> <td>17</td> <td>0</td> <td>0</td> </tr> <tr> <td>G4</td> <td>20</td> <td>17</td> <td>17</td> <td>0</td> <td>0</td> </tr> </tbody> </table> <p>BFL SALPL ETB CUSTOMER -</p> <table border="1" data-bbox="300 1854 1195 2031"> <thead> <tr> <th colspan="6">Max capping for Unlisted / Unlisted LLP company category</th> </tr> <tr> <th>Revised Risk Segment</th> <th>Super Green</th> <th>Green</th> <th>Amber</th> <th>Red</th> <th>Dark Red</th> </tr> </thead> <tbody> <tr> <td>Prime/Annex</td> <td>25</td> <td>25</td> <td>17</td> <td>0</td> <td>0</td> </tr> <tr> <td>G1</td> <td>25</td> <td>25</td> <td>17</td> <td>0</td> <td>0</td> </tr> <tr> <td>G2/ G3</td> <td>25</td> <td>22</td> <td>17</td> <td>0</td> <td>0</td> </tr> </tbody> </table>	Max capping for Unlisted / Unlisted LLP company category						REVISED RISK	SUPER GREEN	GREEN	AMBER	RED	DARK RED	Prime/ Annex	22	22	17	0	0	G1/ G2/ G3	22	22	17	0	0	G4	20	17	17	0	0	Max capping for Unlisted / Unlisted LLP company category						Revised Risk Segment	Super Green	Green	Amber	Red	Dark Red	Prime/Annex	25	25	17	0	0	G1	25	25	17	0	0	G2/ G3	25	22	17	0	0
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Policy Parameter	Prime & Growth					
	G4	20	17	17	0	0
	<ul style="list-style-type: none"> • CIBIL Score <685 not allowed • Unlisted company should be mandatorily checked in SFDC (if delisted or BL funded) • Total volume capped at 15% of monthly volume for each Prime, G1, G2, G3 & G4 markets <ul style="list-style-type: none"> ○ <u>In Growth market</u> - <ul style="list-style-type: none"> ▪ Minimum Salary - 35K ▪ Current Work Experience - Minimum 3 years, (1 to 3 years allowed only with CM approval, <1 year allowed only with ACM approval) ▪ E-mail mandatory for cases for unlisted company from with previous cases processed with email ○ <u>Other checks (Profile approval)</u> - <ul style="list-style-type: none"> ▪ Profile approval should be taken from Area Credit Manager & above ▪ Unlisted Company Should at least have 2 years vintage ▪ Company status should only be Active on MCA website ▪ Company should not be involved in Negative industry ▪ Employee strength should be >=30 ▪ Only selected large NGOs are allowed - NCM to take a call on company/profile ▪ Unlisted School/Colleges are not allowed under Profile approval • <u>UNLISTED LLP Program</u> <ul style="list-style-type: none"> ○ Salary - <ul style="list-style-type: none"> ▪ For Prime locations - Location level applicable Salary + 10k (i.e., For Mumbai location applicable net salary =50k, for this program applicable NTH salary will be 60k) ▪ For Growth - Location level applicable Salary + 5k (i.e., For Vapi location level applicable NTH = 35k in this program net salary will be 40k) ○ Employee Strength at EPFO Website ○ Company vintage as per MCA (DOI, if available) ○ Customer Profile/Designation ○ Salary slips and banking mandatory of last 3 months (NIP program & offer letter-based sourcing not allowed) ○ Official mail confirmation, EPFO & Office Geo Tagging mandatory (TAN Check is not allowed) ○ Office Geo-Tagging mandatory ○ Work from Home profile to be excluded ○ Monthly capping of 5% in Prime of overall business, this capping is within overall unlisted capping of 15% • <u>Norms for No Payslip Program</u> - No salary Slip to be taken where Banking is provided through AA/OCR/Perfios. Below Parameter should also meet for exemption of Salary Slip check (No Payslip Program) 					

Policy Parameter	Prime & Growth																																								
Parameter	Policy Norms																																								
Current employment vintage	<ul style="list-style-type: none"> Minimum 3 months 																																								
Employment check	<ul style="list-style-type: none"> Office E-mail id confirmation or Positive EPFO mandatory in NON-Govt category For Govt employee - TAN Check/ Online Govt Website check should be positive <p>*Employment check norms to be adhere as per policy (refer Annexure 11.8 from consolidated policy)</p>																																								
Net Salary	<ul style="list-style-type: none"> Average of last 3 months salary, if difference between highest and lowest net salary is within 30%, else lowest net salary to be considered Each of the last 3 salary credits to be above the minimum income norms 																																								
Company category	<ul style="list-style-type: none"> Only Listed Companies 																																								
Location	All SAL PL live locations allowed.																																								
Salary credit narration	<ul style="list-style-type: none"> Salary credit narration to contain 'Company name' and 'Salary' Underwriter to check for salary credit, date and employment in case 'Company name'/ 'Salary' missing in the narration 																																								
<ul style="list-style-type: none"> If Authenticity norms not meeting, then not to be processed under NIP Employees working with Amazon group cannot be process in "No Payslip Program" since employee class seen as "Seasonal/Short Term" in Payslip Employee with ".ext" in official mail ID (i.e. - jdaksh.ext@deloitte.com) cannot be process under No Payslip Program for any company 																																									
<p>SALPL ETB FUW Program - For BFL SAL PL ETB customers 10% incremental kicker on existing multiplier eligibility if meeting below norms:</p>																																									
<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #d9e1f2;">Parameter</th> <th style="background-color: #d9e1f2;">Applicable Norms</th> </tr> </thead> <tbody> <tr> <td>Program Type to be selected in SFDC</td> <td>"SALPL ETB FUW Program"</td> </tr> <tr> <td>Segment</td> <td>Allowed only in Super Green & Green</td> </tr> <tr> <td>Salary</td> <td>Allowed with salary >=50K</td> </tr> </tbody> </table>						Parameter	Applicable Norms	Program Type to be selected in SFDC	"SALPL ETB FUW Program"	Segment	Allowed only in Super Green & Green	Salary	Allowed with salary >=50K																												
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<ul style="list-style-type: none"> State Govt Employee with Red segment not allowed CIBIL Score should be >=685, No deviation allowed for CIBIL score <685 																																									
<p>In Growth location:</p> <ul style="list-style-type: none"> Amber segment allowed in State Govt with capping of 12cr of overall business in Growth market Central Government entities/ PSU will be treated as listed category from loan amount capping perspective. Rest all checks of central Government will continue 																																									
<p>Employment Check In Prime Market, RSA can be waived for TOPUP cases in Govt Employees basis below checks.</p> <ul style="list-style-type: none"> Positive TAN check OR Online website check (screenshot of above check to attach on SFDC) PAN check No change in Repayment bank account. Disbursement should be in salary bank account only All other checks as per FUW policy 																																									

Policy Parameter	Prime & Growth
	<ul style="list-style-type: none"> • Above norms are not applicable for SALPL NTB Customer • In Growth market, employment check as per FUW policy <p>• <u>Additional Norms for Normal Balance Transfer</u></p> <p>Scope - Personal Loan BT amount can be 100% of the POS of BT loan amount</p> <p>PL BT Norms -</p> <ul style="list-style-type: none"> • In case customer requests for doing the partial loan disbursement towards closure of any of his live Personal Loans, this Personal Loan EMI loans getting taken over or closed (as a result of Top up & BT) would not be considered as obligation for doing the FOIR calculation. • Minimum Personal Loan BT amount should be of Rs 1 Lacs • Minimum 6 MOB seasoning of the BT loan • Where ≥ 3 live unsecured loans (PL/BL), Incl. BFL and has NO HL, then FOIR to be restricted to 55%. ($\leq 20K$ loans not to be counted) • Min 12 MOB seasoning for below banks: • Standard Chartered Bank • Kotak Mahindra Bank • HSBC Bank • Sourcing under Normal BT NOT Allowed in below banks/ lender: • FULLERTON INDIA CREDIT COMPANY LIMITED • SMFG INDIA CREDIT COMPANY LIMITED <p>Documents -</p> <ul style="list-style-type: none"> ○ KYC & Income documents (Banking and Payslip) to be taken as per FUW policy norms ○ SOA/ Repayment Schedule/ Foreclosure Letter required for processing of balance transfer at UW stage <p>Leverage Norm-</p> <ul style="list-style-type: none"> ○ Normal BT program, ≥ 3 PL and has NO HL, then FOIR to be restricted to 55%. <p>Operation Check - Customer's disbursement cheque can be handed by Ops team to Business team</p> <ul style="list-style-type: none"> ○ Operation Manager can handover customer favouring cheque basis deposition slips/ Closure proof/ FC letter with round seal & Sign to business team ○ Sales to ensure Bank favouring cheque number is mentioned on Deposit slip (Mandatory) ○ Bank stamp is marked on deposit slip (mandatory) ○ Ops to check, Cheque number & bank stamp on deposit slip before handover of Customer favouring cheque (Mandatory) <p>• <u>Additional Norms for CC BT</u></p> <p>Eligibility Norms:</p> <ul style="list-style-type: none"> • Overutilized card BT not allowed • Late fee, over limit fee in last 3 months not allowed, for individual proposed CC BT • Underwriter should attach last 3 months CC statements in SFDC (password to be mentioned in Reco notes, if any) • CC Limit < 1 lakh not allowed for all for individual proposed CC BT • CC outstanding $< 50k$ not allowed for all individual proposed CC BT • CC outstanding > 10 Lakh not allowed for combined live Credit Cards • LIVE PLCS loan not allowed, (no deviation allowed post completion of 6 months as well) • Where ≥ 3 live unsecured loans (PL/BL), Incl. BFL and has NO HL, then FOIR to be restricted to 55%. ($\leq 20K$ loans not to be counted) • Allowed in Super Green & Green segment only <p>Location: Allowed in Prime only, In Growth market same is not allowed.</p> <p>Minimum Salary: Allowed with $\geq 50K$</p>

Policy Parameter**Prime & Growth****Age Norms:**

Min Age – 25 years
 Max Age – 55 years
 Note: No deviation on age norms

Company Category:

Only Listed company category is allowed in this program.
 Definition of listed companies – Diamond/ Platinum/ Gold /Silver/ Blue /Bronze/ Pvt Ltd.

CIBIL Norms:

Minimum CIBIL score required is >=720. Rest norms as per Annexure 11.1.

BT Credit Cards ownership:

Ownership should only be “Individual” as per bureau (To be checked by UW at the time of case assessment)

Clubbing of Credit Card for BT:

Max 2 cards can be clubbed for BT (To be checked by UW at the time of case assessment)

Consideration of Obligation for Eligibility:

- 5% Credit card Outstanding Not to be obligated if total Credit outstanding lower than Salary amount.
- 5% of CC o/s of CC BT not to be obligated while computing eligibility.

Eligible Credit Card Issuers:

HSBC	ICICI Bank	Yes Bank	HDFC Bank
AU Small Finance Bank	CITI Bank	DBS	IndusInd
Standard Chartered Bank	Axis Bank	RBL	IDFC
Kotak Mahindra Bank	SBI	Amex	Federal Bank

Disbursement:

In Split disbursement, below to be followed:

- DD/Cheque of CC BT amount in favour of CC BT bank.
- Another DD/Cheque of remaining amount of max eligible amount in favour of customer.

- **Additional Norms for Manufacturing Program:**

- Additional kicker of 10% on FUW multiplier for current work experience >2 years in the company
- For current work experience <2 years, no additional kicker allowed.
- Current work experience in the company to be validated from Date of Joining mentioned in the salary slip
 - In case date of joining not mentioned in salary slip, additionally Joining letter to be documented to validate vintage.
 - Credit to validate the document & attach the same in SFDC.
- For CIBIL 0/-1 If company is falling in manufacturing companies is Diamond/Platinum/Gold/ Silver/ Blue/ Govt entity, then CIBIL 0/-1 policy will be applicable.
- Identifier for eligible manufacturing companies in this program: “Industry Classification Employer = Manufacturing Specific Program”
- Sales manager to mandatorily select Program Type as “Manufacturing Program” at the time of login. To be validated at Underwriting stage by Credit manager
- Any addition of companies in this program will be done on monthly basis post joint approval from Business Head & Risk Head
- Dark Red segment not allowed

Deviation Matrix

As per Annexure 11.11

2. Employee Loans

Parameters	Employee Loan Policy (BFL, BHFL, BFDL, BFSL)
Exclusion	Employee falling in any of the below norms are not allowed to source <ul style="list-style-type: none"> Employee serving notice period PIP DAC Pre-PIP GB 01 band Min vintage <1 years for Growth locations for GB 02 band employee, <ul style="list-style-type: none"> Consent to be taken from respective dept NSM with band GB 07 & above
Location	For NON SALPL location, we can process employee loan application from nearest SALPL branch which should be in same state & within <=100 KMs <ul style="list-style-type: none"> If above condition not met for NON SALPL branch, then employee loan application to be process from RSL
CIBIL	CIBIL Score should be >=730 (across all employee bands). As per Annexure 11.1
Eligible Group Companies	Employee loan allowed only for employee of BFL, BFDL, BHFL & BFSL. Rest all the Bajaj Group entities will not be allowed to process under Employee loan program, same needs to be processed as per FUW program norms only.
Bounce & Delinquency Norms (On US)	As per Annexure 11.3
BFL Unsecured Loans Norms	As per Annexure 11.4
Marginal Segment	<ul style="list-style-type: none"> All marginal segment of full underwriting program is applicable for GB 04B and below where processing as per FUW process. >=3 PL incl. BFL (<=20K sanction amount loans not to be counted), not allowed in employee loan for band up to GB 05B.
Leverage Norms	<ul style="list-style-type: none"> >=3 PL incl. BFL (<=20K sanction amount loans not to be counted), not allowed in employee loan for band up to GB 05B. CC outstanding of >6x of salary: <ul style="list-style-type: none"> CC outstanding of >6x of salary AND Salary <75k Not Allowed. CC outstanding of >6x of salary AND Salary >=75k – 1.5L – allowed with NCM deviation. CC O/S >=10L not allowed in any non-income based program. PL/BL Enquiry >=6 in last 1 month not allowed for SALPL ETB/ NTB customer. BFL Enquiry not to be counted.
Segmentation Norms	Red & Dark Red Segment not allowed. *Note: No deviation on above norms.
Identity Checks	As per Annexure 11.10
Eligibility Calculation	As per HR confirmation – Below are Guidelines for eligibility calculation at HR <ul style="list-style-type: none"> Average of last 3 months net salary + 80% of all incentive earned in the quarter If employee availed Car Lease benefits, then driver's salary & Petrol reimbursement, Flexi Pay can be added One-time allowances can't be considered as income for eligibility calculation (i.e., Referral Bonus, joining bonus, relocation allowance) Arrears will not be considered as income Advance salary to be excluded from monthly net salary calculation

Loan amount Capping	<ul style="list-style-type: none"> Band wise max loan amount for bureau hit customers is as per below grid No restriction basis of Location level capping For Employees loan, case to be processed with max Loan amount shared by HR team only. <table border="1" data-bbox="411 197 1361 566"> <thead> <tr> <th data-bbox="411 197 740 230">New Bands at</th> <th data-bbox="740 197 1361 230">Applicable LA as per Band</th> </tr> </thead> <tbody> <tr> <td data-bbox="411 230 740 264">GB 02</td> <td data-bbox="740 230 1361 264">300000</td> </tr> <tr> <td data-bbox="411 264 740 320">GB 03</td> <td data-bbox="740 264 1361 320">Max LA is 3L if BFL vintage <3 years Max LA is 6L if BFL vintage >=3 years</td> </tr> <tr> <td data-bbox="411 320 740 353">GB 04 A</td> <td data-bbox="740 320 1361 353">1000000</td> </tr> <tr> <td data-bbox="411 353 740 387">GB 04 B</td> <td data-bbox="740 353 1361 387">1200000</td> </tr> <tr> <td data-bbox="411 387 740 421">GB 05 A</td> <td data-bbox="740 387 1361 421">1500000</td> </tr> <tr> <td data-bbox="411 421 740 454">GB 05 B</td> <td data-bbox="740 421 1361 454">1800000</td> </tr> <tr> <td data-bbox="411 454 740 488">GB 06 A</td> <td data-bbox="740 454 1361 488">2000000</td> </tr> <tr> <td data-bbox="411 488 740 521">GB 06 B</td> <td data-bbox="740 488 1361 521">2500000</td> </tr> <tr> <td data-bbox="411 521 740 566">GB 07 A & Above</td> <td data-bbox="740 521 1361 566">3800000</td> </tr> </tbody> </table>	New Bands at	Applicable LA as per Band	GB 02	300000	GB 03	Max LA is 3L if BFL vintage <3 years Max LA is 6L if BFL vintage >=3 years	GB 04 A	1000000	GB 04 B	1200000	GB 05 A	1500000	GB 05 B	1800000	GB 06 A	2000000	GB 06 B	2500000	GB 07 A & Above	3800000
New Bands at	Applicable LA as per Band																				
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GB 05 B	1800000																				
GB 06 A	2000000																				
GB 06 B	2500000																				
GB 07 A & Above	3800000																				
Loan variant	For employee with band up to GB 03B, only Term Loan allowed as loan variant if BFL vintage <3 years.																				
Bajaj Group Employee	<ul style="list-style-type: none"> Full underwriting to be done. All full underwriting norms to be meet Email confirmation is mandatory 																				
Deviation Matrix	<ul style="list-style-type: none"> As per Annexure 11.11 For GB 04A & above band, deviation for below norms is with SCO <ul style="list-style-type: none"> Enquiry Norms not met For Employees with Band up to GB 03B, no deviation allowed at any level for above 3 norms. 																				
Additional Norms	<ul style="list-style-type: none"> For Employees with Band up to GB 03B, any TOPUP/ Parallel or Fresh sourcing allowed only after completion of 12 MOB of previous loan. All Employee loans up to GB07B, would require respective NH or above approval mandatorily. Up to band GB 04B, cases to be process only as per Full Underwriting norms. <p>Below conditions to be followed:</p> <ul style="list-style-type: none"> Processing fees and charges will be applicable as per Full UW program. Program Type to be selected as 'Full UW'. Credit to mandatorily mention grade of employee in recommendation note. Loan amount capping will be applicable as per employee loan band. <p>*Note: No deviation allowed on same</p>																				

3. ABB Program

Parameter	Underwriting Check														
Locations	All SAL PL active Location														
Minimum and Max Loan Amount	<ul style="list-style-type: none"> ○ Min Loan amount – 1 Lakh ○ Max Loan Amount – 17 Lakh <p>For SAL PL ETB customers, below capping is applicable, apart from that no changes in other segments.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="background-color: #D3D3D3;">MARKET</th> <th style="background-color: #D3D3D3;">SUPER GREEN & GREEN</th> </tr> </thead> <tbody> <tr> <td>PRIME</td> <td>38L</td> </tr> <tr> <td>Annex</td> <td>28L</td> </tr> <tr> <td>G1</td> <td>38L</td> </tr> <tr> <td>G2</td> <td>38L</td> </tr> <tr> <td>G3</td> <td>28L</td> </tr> <tr> <td>G4</td> <td>20L</td> </tr> </tbody> </table>	MARKET	SUPER GREEN & GREEN	PRIME	38L	Annex	28L	G1	38L	G2	38L	G3	28L	G4	20L
MARKET	SUPER GREEN & GREEN														
PRIME	38L														
Annex	28L														
G1	38L														
G2	38L														
G3	28L														
G4	20L														
Eligible Companies	<p>Unlisted Companies, Unlisted LLP, Proprietorship firm, Partnership firm meeting below norms</p> <ul style="list-style-type: none"> • Underwriter to validate latest month Employee strength on EPFO website which should be <ul style="list-style-type: none"> a. ≥ 30 employee on EPFO b. EPFO of the Applicant should be positive • Underwriter to validate for NON BFL listed companies - <ul style="list-style-type: none"> a. Company vintage should be 3 Years for Prop/Partnership and LLP companies & b. Company vintage should be 2 Years for MCA listed companies <p>Sales to attach screen shot of EPFO strength, Positive EPFO & Establishment year in SFDC and Underwriter must validate the same.</p> <p>Only listed State Govt Entity/Central Govt Entity/PSU allowed to source with TAN check/ Online Govt website check is mandatory and TAN to be considered of FY22-23 (Employee Strength & company vintage norms not applicable)</p> <p>*Negative profile not allowed as per below Annexure 11.14</p>														
Loan type	<ol style="list-style-type: none"> 1. Term loan & Dropline Flexi for eligibility up to 5Lac 2. Term loan/ Dropline Flexi/ Hybrid Flexi for LA $\geq 5L$ 3. Only Term loan allowed in Red & Dark Red segment 														
Max Tenor	As per FUW program														
Age Norms	<p>Minimum – 23 years at the time of loan application Maximum – 55 years at the time of loan maturity</p> <p>BSNL employees are allowed with maximum Age – 50 Yrs.</p>														
CIBIL Norms	<ul style="list-style-type: none"> • CIBIL ≥ 685 allowed • As per Annexure 11.1 • DPD in last 6 months not allowed. Deviation on same as per current Deviation Matrix 														
PL Score	<ul style="list-style-type: none"> • PL Score >650 allowed. • PL Score <650 allowed with below condition. <ul style="list-style-type: none"> ○ Prime/ G1/ G2 Market then ABB $>15k$ OR G3/ G4 Market then ABB $>12k$ ○ Max Applicable FOIR = 55% 														
Bounce & Delinquency norms (On-Us)	<ul style="list-style-type: none"> • As per Annexure 11.3 														
Norms for BFL Unsecured Loans	<ul style="list-style-type: none"> • As per Annexure 11.4 														
Marginal Segment Norms	As per Annexure 11.5														
Risk Segment	<ul style="list-style-type: none"> • Super Green, Green & Amber, Red Segment with ABB = 1 EMI • Dark Red Segment allowed with below condition. <ul style="list-style-type: none"> ○ Prime/ G1/ G2 Market then ABB $>15k$ OR G3/ G4 Market then ABB $>12k$ ○ Max Applicable FOIR = 55% 														
Identity Checks	As per Annexure 11.10														
Salary Norms	<ol style="list-style-type: none"> 1. As per FUW policy norms 2. Deviation on variance in salary credited date is as per FUW policy 3. Variance in salary credited date >30 days is not allowed 														
Current Employment Vintage	<ul style="list-style-type: none"> • Employment vintage should be <ul style="list-style-type: none"> ○ ≥ 1 months for listed company category employees and 														

	<ul style="list-style-type: none"> ○ 6 months for unlisted companies - No deviation allowed
FOIR	<ul style="list-style-type: none"> ● 70% ● For ABB >25k, Applicable FOIR will be 75% ● Max Applicable FOIR will be 55% for <ul style="list-style-type: none"> ○ Dark Red Segment ○ PL Score <650
ABB Norm	<ul style="list-style-type: none"> ● ABB of last 6 months and Average Bank Balance of latest month should be >= 5000 ● ABB calculation basis min of ABB of last 6 months and ABB of latest month
Payslip & Banking	<p>Payslip – 1 months’ payslip to be documented. In case of Add back, 3 months’ payslip is mandatory. Addbacks allowed as per FUW policy.</p> <p>Banking – min 6 calendar months banking required; salary credit to be checked every month.</p> <p>Salary transactions with IMPS, P2P, N2P, P2A, TPT or any other anomaly are considered suspicious, in such cases – RSA needs to be raised</p> <p>Disbursement & Repayment from Salary bank account only, no deviation allowed on this norm</p>
Perfios/OCR/AA	Mandatory in all cases in this program with authenticity as PASS
Employment Check	<ul style="list-style-type: none"> ● For BFL/ MCA Listed companies - employment check norms As per Annexure 11.8 ● For Unlisted companies EPFO is mandatory <ul style="list-style-type: none"> ○ Office Email ID & Domain check both should be positive ○ In case, Office Email ID or Domain check is not verified – Office Geo tagging is mandatory in each case (VPD not allowed)
Eligibility	<ul style="list-style-type: none"> ● Eligibility to be calculated basis ABB of last 6 months OR Average Bank Balance of latest month whichever is lower. ● Final eligibility is min of eligibility as per Multiplier, FOIR & ABB
Monthly Business Capping	<ul style="list-style-type: none"> ● Prime/ Growth/ Prof SAL – 15 Cr each
Credit Checks	<p>Mandatory Data entry checks to be done by Credit and to mention in Reco note.</p> <ol style="list-style-type: none"> 1. Employer Name * 2. Employer Type (e.g., Pvt Ltd / Partnership /LLP) 3. EPFO establishment Date as per EPFO 4. Latest month employee strength as per EPFO 5. ABB of Last 6 Months along with latest month ABB 6. Latest Salary along with salary credit Date 7. Official Email ID 8. In case Employer name is not present in Company Employer Master then Underwriter to mandatorily mention company name in Loan application along with Others.
Deviation Matrix	As per Annexure 11.11

4. GOVT Employee Program

Below company category allowed in SAL GOV program

1. State Govt Entity
2. Central Govt Entity
3. PSU
4. For below company categories, if "Industry Classification (Employer)" = Government Entity, then only eligible for SAL GOV program
 - a. School
 - b. College
 - c. University
 - d. Hospital

Parameters	Underwriter Checks			
Program Cap	300 Cr for Prime & 250 Cr for Growth markets for FY24			
Grade	Super Segment	CAT GA	CAT GB	CAT GO
	Grade I/ Grade II	Grade I/ Grade II	Grade I/ Grade II	Grade III
Salary	NTH >=75K	NTH >=50k - 75k	NTH >=27k - 50k	NTH >=27K
	In Growth market (G2, G3 & G4), minimum salary applicable is 27K.			
Locations	As per attached location list			
Customer Profile	<ul style="list-style-type: none"> • Customer Category to be defined basis NTH (mentioned above) & customer profile • All Grade III officers with below mentioned & similar profiles will be categorized as GO (irrespective of NTH) <ul style="list-style-type: none"> ○ Assistant ○ Technician ○ Operator ○ Foreman ○ Plant worker ○ Supervisor ○ Nurse Profile <p>Grade IV & Negative profile are not allowed. Below sample negative profile for reference,</p> <ul style="list-style-type: none"> ○ Drivers ○ Sweepers ○ Peons ○ Watchman ○ Office boy ○ Lift Operator ○ MTS (Multi-tasking Staff) ○ Chaprasi ○ Mali ○ Security guards ○ Driver ○ Bus Conductor ○ Coal field Employees ○ Railway Employees ○ Defence Employees <ul style="list-style-type: none"> • Credit to verify customer profile at the time of processing the case 			
Education Qualification	<p>For GO category -</p> <ul style="list-style-type: none"> - Education certificate not required for salary >=50k - Min educational qualification should be Graduation - With ITI or Diploma Certificate max capping is 3L <p>(Scan of original Final year marksheet/ Degree/ ITI/ Diploma Certificate will be considered for Educational certificate with SM OSV)</p> <ul style="list-style-type: none"> • No Graduation certificate required for GA, GB, Super Segment 			
Minimum Loan Amount	Min loan amount - 1 Lac			
Maximum Loan Amount	Super Segment	CAT GA	CAT GB	CAT GO
	-For PSU, Central Govt employee - 35Lacs -For State Govt employee - 25Lacs	15L	10L	5L

	2 Years	2 Years	3 years	3 years
Current Work Experience	Total Employment experience => 3 years, (this norm not applicable for age Band 23-25) Credit to confirm work exp basis- a) Payslip where DOJ is mentioned Or b) FORM 16 Or c) Confirmation letter, transfer letter, appointment letter Or d) Bank statement where salary credit is reflecting No deviation on current employment norms			
Total Work Experience	3 years			
Age	As per FUW norms			
CIBIL Norms	As per Annexure 11.1			
	Bureau No-hit allowed with - max 10 Lacs - Max Age allowed is 35 years	Bureau No-hit allowed with - max 10 Lacs - Max Age allowed is 35 years	CIBIL Score <685 not allowed	CIBIL Score <685 not allowed
PL Score	As per FUW Program			
Bounce & Delinquency norms (On-U's)	As per Annexure 11.3			
BFL Unsecured Loans Norms	As per Annexure 11.4			
Company category	Only State Govt, Central Govt, PSU companies are allowed For School, College & Universities - if "Industry Classification (Employer)" = Government Entity, then eligible for SAL GOV program.			
Marginal Segment	Not applicable excluding specifically mentioned			
Risk Segments	<ul style="list-style-type: none"> Dark Red Segment not allowed 			
Identity Checks	As per Annexure 11.10			
Multiplier	As per FUW policy			
FOIR	70%	70%	NTH 27K-40K - 60% NTH- 40K - 50K - 70%	60%
Salary Slip	3 month's Payslip required in all segments Payslip can be waived in Govt Employee Program if meeting NIP norms as per FUW program			
Salary Certificate	Allowed with below norms, <ul style="list-style-type: none"> Certificate should not be more than 2 months old Supported by last 3 months salary credits in bank Should be on company letter head duly signed & stamped with company seal in original Employee name should be mentioned Mismatch in salary heads or overwriting not acceptable RCU signoff is required, if found suspected.			
Salary Delay	Salary delay allowed only till 30 days			
Bank A/c Type	Salary bank account only			
Banking	last 3 months banking			
Norms for No Payslip Program	Not Applicable			
Clarification on Add Back	As per Annexure 11.13			
Clubbing of Rental income	Monthly Rental income received by the applicant can be clubbed for doing eligibility calculations subject to following: <ul style="list-style-type: none"> Rental Agreement should be taken Monthly rental should reflect continuously for last 6 months in bank statement 80% of Last 6 months average monthly rental receipts will be considered for eligibility calculations Considered rental income will be capped at 15% of the average net salary of applicant (Least of above 2 to be considered as rental income) 			
Eligibility Calculation	Eligibility will be calculated as: Minimum (FOIR, Multiplier, Policy Capping, Loan Amount Required)			
Loan Variant as Hybrid Flexi	As per FUW policy			

Max Tenure Loan Variant as Term Loan/ Dropline Flexi	84 Months	84 Months	84 Months	60 Months
Min Tenure	12 Months			
Co-applicant norms	Not allowed			
Employment Check	<ul style="list-style-type: none"> • Karza check for ITR/ Form 26AS or • TAN Check or • HRMS portal of employer/ Online links for State/ PSU/ Central Govt employees or • Official Email id confirmation & Domain Check or • EPFO check positive or • TVR at Office Landline with Company ID card allowed in PSU, State/ Central Govt or • Email confirmation in TOPUP Cases is mandatory if available at existing LAN • Office geo tagging with employee ID card <ul style="list-style-type: none"> ○ Existing Office geo tagging norms to be continued (Office verification for employment check, wherever email, EPFO, TAN or Online check is not available) ○ 3 Photographs to be submitted as per current process with mandatory Lat/long- <ol style="list-style-type: none"> 1. First Picture of Main entrance/gate/outside of building with area to be seen 2. Second picture from inside the office premises <p>Third picture will be of Employee/PSF along with customer</p>			
Identity Check	<ul style="list-style-type: none"> • EPAN through NSDL website • PAN linked with Aadhar, and applicant's father name should be matching NSDL online check • Karza check for ITR/ Form 26AS <p>*RSA to be raised for identity check in case of any of above condition is not met</p> <p>Rest as per As per Annexure 11.10</p>			
Deviation Matrix	As per Annexure 11.11			

5. Bureau No-Hit (CIBIL 0/-1) Program

- The objective of this program is to source bureau No hit (CIBIL Score 0/-1) cases under SALPL.
- For SALPL Product, wherever CIBIL Score is 0/-1 from TransUnion then CRIF Score is getting triggered & cases getting processed basis CRIF Score. This policy is applicable for cases of CIBIL Score 0/-1 & CRIF is also 0/-1.

Parameter	Underwriting Check
Program Type/Product Program	Program Type — Bureau No-Hit Program Product Program — MTS
Locations	Only SALPL approved locations considered for sourcing from this program
Monthly Business Gapping	25 Cr monthly capping (Prime 15 Cr, Growth 5 Cr & Prof SAL 5 Cr)
Eligible Companies	<ol style="list-style-type: none"> 1. Allowed in Diamond/Platinum/Gold/Silver/Blue listed company category 2. Listed Govt employees allowed in Bureau No-hit program with below norms; <ul style="list-style-type: none"> • EPAN is mandatory (UW to validate & attached the same in SFDC) • Mobile verification from Karza mandatory in every case (UW to validate & attached the same in SFDC) • TAN check or Online website check is mandatory if employment check is not verified through Email/EPFO • Geo tagging is mandatory in this program
Age Norms	Minimum — 23 years at the time of loan application Maximum — 35 years at the time of loan application
Identity Checks	As per Annexure 11.10
Minimum Net Salary	As per existing SALPL norms (Offer letter based processing not allowed in this program)
Tenor Norms	Minimum Tenor: 12 Months Term Loan — 60 Months Dropline Flexi — 60 months Hybrid Flexi — only 84 months allowed for LA > 5Lakh (Pure Flexi Tenure as 24 months & Dropline Flexi Tenure — 60 months) <ol style="list-style-type: none"> 1. No other combination of Tenure allowed in Hybrid Flexi other than total Tenure of 84 months 2. No deviation is allowed on same
Loan type	<ul style="list-style-type: none"> • For LA \geq 5L, Term/Dropline Flexi/ Hybrid Flexi allowed • For LA < 5L, only Term & Dropline Flexi is allowed (Hybrid Flexi not allowed)
Minimum and Maximum Loan Amount	<ul style="list-style-type: none"> • Min Loan amount — 1L • Max Loan Amount — 10L
Eligibility	<ul style="list-style-type: none"> • FOIR — 60% • Max Multiplier of 14x
Payslip & Banking	<ul style="list-style-type: none"> • Payslip — 3 months' payslip to be documented • Banking — min 3 Months banking required; 3 months salary credited to be checked • Salary transactions with IMPS, P2P, N2P, P2A, TPT or any other anomaly are considered suspicious, In such cases — RSA needs to be raised • Disbursement & Repayment from Salary bank account only, no deviation allowed on this norm.
Perfios/OCR/ Account Aggregator	<ul style="list-style-type: none"> • Mandatory in all cases in this program • In case of Authenticity failed from Perfios/ OCR, then case is not allowed to process
Employment Check	<ul style="list-style-type: none"> • Email confirmation is mandatory without any deviation • Rest as per Annexure 11.7
Credit Checks	Credit needs to mandatorily validate checks as below: <ul style="list-style-type: none"> • PAN should be validated from NSDL. If not validated through NSDL then Karza PAN mandatory to be done. • Mobile number validation to be done through Karza and number must be min. 6 months old in Karza <ul style="list-style-type: none"> ◦ If Mobile no is reflecting in Bureau, no need to do Karza validation. • Applicant name to be validated with Perfios/OCR/AA & NSDL/Karza & Bureau. • Credit should check Secondary/External CIBIL in all the cases for derog
Deviation Matrix	As per Annexure 11.11

6. MTS Program

Objective – The objective of the program is to allow customers falling in marginal segments and are not allowed in SALPL existing policy

Policy Parameter	Norms						
Program Type/ Product Program	MTS						
BFL Existing customer norms	<ul style="list-style-type: none"> Loan can be process in MTS Program with PLCS live offer only when there is live CD_SPL_PREAPP_PREFERRED offer is available for customer B2B customer with <=5 MOB is allowed with <ul style="list-style-type: none"> salary >= 75K in Prime salary >= 50K in Growth 						
Location Master	All Live SAL PL Locations						
Age	Minimum – 25 years at the time of loan application Maximum – 55 years at the time of loan application BSNL employees are allowed with maximum Age – 50 Yrs.						
Minimum Loan Amount	1 Lacs						
Maximum Loan Amount	<ul style="list-style-type: none"> For Super Green & Green Max loan capped to be 12Lacs if ever HL else 10 Lacs 8 Lacs in Dark Red segment 5 Lacs In Delhi, Hyderabad & Bangalore & their Annex, if there is NO HL ever in bureau 						
Risk Segment	<ol style="list-style-type: none"> Dark Red segment allowed in MTS program if ever HL in Bureau. Amber/ Red segment allowed in MTS Program only if <ol style="list-style-type: none"> Thick Bureau AND Ever HL in CIBIL report OR Salary >=1.5L in Prime/ >=75k in Growth In Delhi/ Bangalore & it's annex location segment allowed with below condition in MTS Program <ul style="list-style-type: none"> Amber segment allowed with ever HL in CIBIL report Red segment allowed with ever HL in CIBIL report with salary >1L Dark Red Segment NOT Allowed 						
Min. IRR	Prime: 15.00% Growth: 15.50%						
Tenor & Loan Variant	As per FUW norms						
Salary	As per FUW Program						
Multiplier	10x						
FOIR	<ul style="list-style-type: none"> For Prime, Annex, G1 & G2 Market - As per FUW norms For G3 & G4 market, as per below grid, <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th>Salary</th> <th>< 50K</th> <th>>=50K</th> </tr> </thead> <tbody> <tr> <td>Applicable FOIR</td> <td>60%</td> <td>70%</td> </tr> </tbody> </table>	Salary	< 50K	>=50K	Applicable FOIR	60%	70%
Salary	< 50K	>=50K					
Applicable FOIR	60%	70%					
Salary Slip	1 month salary slip is mandatory						
Bank A/c Type	Salary bank account only						
Additional Norms for 3 PL	>=3 live unsecured loan in CIBIL report at the time of acquisition. (<=20K sanction amount loans not to be counted)						
Bank Statements	Minimum 3 months bank statement is required						
Employment Check	As per Annexure 11.7						
CIBIL Parameters (Off-Us)	As per FUW norms except below norm, <ul style="list-style-type: none"> No DPD in last 4 months DPD in 5/6 months is allowed with Salary >=75K in Prime market DPD in 5/6 months is allowed with Salary >=75K in Growth, Annex & Prime T2 market <ul style="list-style-type: none"> Deviation on bureau norms as per FUW policy Min CIBIL cut-off in MTS Program is 650 except Dark Red Segment (subject to other MTS program norms to be met) <ul style="list-style-type: none"> NO deviation on CIBIL Score <650 in MTS program 						
Bounce & Delinquency norms (On-Us)	As per Annexure 11.3						
BFL Unsecured Loans norms	As per Annexure 11.4						

Policy Parameter	Norms
Employment Experience	Total Employment experience norms as below, <ul style="list-style-type: none"> • 3 years • Employment Experience deviation to be with ACM if <3Yrs total experience as per FUW policy • No deviation on Total work exp <1 year Current work exp = >1 month
Clubbing of other income	Not allowed, case will be process with net take home salary only Only monthly/ quarterly Incentive can be added in salary
Co-applicant norms	Not allowed
Norms for No Payslip Program	Not Applicable
Account Aggregator/ Perfios/ OCR Status Check	As per Annexure 11.8
Geo Tagging	As per Annexure 11.9
Geographical limits	As per FUW norms
Negative area	As per FUW norms
EMI Due Date	2 nd of every month No other due date will be allowed. *No Deviation allowed for EMI due date change
Identity Checks	As per Annexure 11.10
Program Cap	8% of monthly volume

7. DOE1 – Unlisted

Parameter	Underwriting Check
Program Type/ Product Program	Program Type - DOE1 – Unlisted Product Program - MTS
Locations	All SALPL live Locations
Loan Amount	Min LA – 1L Max LA – 15L
Eligible Companies	Only MCA registered companies Negative Sector not allowed. <ul style="list-style-type: none"> • Credit to attach MCA website screen shot with company name in SFDC
Loan type	Term Loan, Dropline Flexi & Hybrid Flexi allowed
Tenure	As per FUW norms
Minimum Net Salary	As per Full UW program
Age Norms	As per FUW policy
Work experience	As per FUW policy
CIBIL Score/ PL Score Norms	<ul style="list-style-type: none"> • CIBIL Score >=720 • PL Score >=650 • Only Bureau Thick (as per annexure 11.2) customers allowed • Rest as per FUW Policy norms
On US Bounce/ delinquency & MOB norms	As per FUW policy
Risk Segment	Only Super Green & Green segment allowed
Eligibility	<ul style="list-style-type: none"> • Max multiplier of 10 on Net Take Home (NTH) Salary • FOIR as per FUW policy
Banking Norms	<ul style="list-style-type: none"> • Last 6 months banking with salary credit • Bank verification to be done only from below medium <ol style="list-style-type: none"> 1. Account Aggregator 2. OCR 3. Perfios (Net-Banking or PDF Perfios) 4. Covert
Employment confirmation	EPFO check is mandatory
Marginal Segment	As per Annexure 11.5

8. SALPL ETB DOE

Parameter	Underwriting Check
Program name in SFDC	SALPL ETB DOE
Locations	All SALPL Approved live locations
Salary	Min salary >=50k
Eligibility	<ul style="list-style-type: none"> • FOIR – as per FUW program for respective market, • Multiplier – As per FUW policy
ABB Norms	Last 6 months ABB should be >=5k
Minimum and Max Loan Amount	Min Loan amount – 1L Max Loan amount – As per FUW policy
Eligible Companies	Allowed only in BFL Listed company category
Loan type	As per FUW Program norms
Max Tenor	As per FUW Program norms
Age Norms	As per FUW Program norms
Employment Check	As per FUW Program norms
Payslip & Banking	Payslip – required as per FUW program Banking – 6 months banking required
CIBIL Norms	<ul style="list-style-type: none"> • CIBIL As per FUW Program norms • Only Bureau Thick (as per annexure 11.2) customer allowed in this program
PL Score	Not applicable
Bounce & Delinquency norms (On-U)s	As per Annexure 11.3 from Consolidated policy document
Norms for BFL Unsecured Loans	As per Annexure 11.4 from Consolidated policy document
Marginal Segment Norms	Not applicable if below conditions are met <ol style="list-style-type: none"> 1. BFL SALPL ETB Customer AND 2. HL (Ever) in CIBIL report AND 3. Live Credit Card in CIBIL report
Risk Segment	Dark Red segment not allowed
Leverage norms	PL/BL Enquiry >=6 in last 1 month not allowed
Identity Checks	As per Annexure 11.10
Deviation Matrix	As per Annexure 11.11
Geo tagging	As per FUW Program norms
Capping	Monthly 20 Cr

9. DOE 2 – Risk Policy

Parameter	Underwriting Check																																															
Program Type	DOE 2 – Risk Policy																																															
Eligibility Norms	Prime	Growth (G1 & G2)		Growth (G3 & G4)																																												
	1. All Risk segment (Incl. Dark Red) AND 2. Salary >=1L AND 3. Company Category LISTED only AND 4. Ever HL/Owned House AND 5. Count of live unsecured < 3 (loans <=20k not to be counted) AND 6. Count of unsecured Enquiry < 6 in last 1 month AND 7. CIBIL Score >=720	1. All Risk segment (Incl. Dark Red) AND 2. Salary >=75K AND 3. Company Category LISTED only AND 4. Ever HL/Owned House AND 5. Count of live unsecured < 3 (loans <=20k not to be counted) AND 6. Count of unsecured Enquiry < 6 in last 1 month AND 7. CIBIL Score >=720	1. All Risk segment (Incl. Dark Red) AND 2. Salary >=60K AND 3. Company Category LISTED only AND 4. Ever HL/Owned House AND 5. Count of live unsecured < 3 (loans <=20k not to be counted) AND 6. Count of unsecured Enquiry < 6 in last 1 month AND 7. CIBIL Score >=720																																													
	<p>For G2/G3 & G4, case can be processed without HL however, norms mentioned above other than HL and below mentioned additional norms to be met:</p> <ol style="list-style-type: none"> Salary should be >=75k Count of enquiry in last 12 month to be <10 Geo tagging to be done mandatorily. <p>For Prime and G1, case can be processed without HL however, norms mentioned above other than HL and below mentioned additional norms to be met:</p> <ol style="list-style-type: none"> Count of enquiry in last 12 month to be <10 Thick Bureau (as per SFDC stamping) Live Credit Card Geo tagging to be done mandatorily. <p>*Note: Owned house proof to be documented (either in name of applicant or parents)</p>																																															
Locations	All SALPL live Locations																																															
Loan Amount	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <thead> <tr style="background-color: #0070C0; color: white;"> <th>MARKET</th> <th>SUPER GREEN</th> <th>GREEN</th> <th>AMBER</th> <th>RED</th> <th>DARK RED</th> </tr> </thead> <tbody> <tr> <td>PRIME</td> <td>40L</td> <td>38L</td> <td>30L</td> <td>30L</td> <td>30L</td> </tr> <tr> <td>Annex</td> <td>28L</td> <td>28L</td> <td>28L</td> <td>28L</td> <td>28L</td> </tr> <tr> <td>G1</td> <td>40L</td> <td>38L</td> <td>30L</td> <td>30L</td> <td>30L</td> </tr> <tr> <td>G2</td> <td>40L</td> <td>38L</td> <td>30L</td> <td>30L</td> <td>30L</td> </tr> <tr> <td>G3</td> <td>28L</td> <td>28L</td> <td>28L</td> <td>28L</td> <td>28L</td> </tr> <tr> <td>G4</td> <td>20L</td> <td>20L</td> <td>20L</td> <td>20L</td> <td>20L</td> </tr> </tbody> </table>						MARKET	SUPER GREEN	GREEN	AMBER	RED	DARK RED	PRIME	40L	38L	30L	30L	30L	Annex	28L	28L	28L	28L	28L	G1	40L	38L	30L	30L	30L	G2	40L	38L	30L	30L	30L	G3	28L	28L	28L	28L	28L	G4	20L	20L	20L	20L	20L
MARKET	SUPER GREEN	GREEN	AMBER	RED	DARK RED																																											
PRIME	40L	38L	30L	30L	30L																																											
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G2	40L	38L	30L	30L	30L																																											
G3	28L	28L	28L	28L	28L																																											
G4	20L	20L	20L	20L	20L																																											
Eligible Companies	- Allowed in Listed, PSU, Central & State Govt. Entity category & School/College/University where industry classification is "Govt. Entity" only (excluding Unlisted, Delisted, Unlisted LLP, School/ College/University/ Hospitals)																																															
Loan type	Term Loan, Dropline Flexi & Hybrid Flexi allowed																																															
Tenure	As per FUW norms																																															
Minimum Net Salary	Prime – 1Lac G1 & G2 – 75k G3 & G4 – 60k																																															

Age Norms	<p>Minimum – 23 years at the time of loan application Maximum – 59 years at the time of loan maturity</p> <ul style="list-style-type: none"> • If age > 55 years tenor of the loan to be adjusted for loan expiry at 59 years • Only Term Loan/ Drop Line Flexi is allowed where Age >55 years
Work experience	As per FUW policy
CIBIL Score/ PL Score Norms	<ul style="list-style-type: none"> • CIBIL Score >=720 • PL Score is not applicable • Rest as per FUW Policy norms
On US Bounce/ delinquency & MOB norms	As per FUW policy, annexure 11.3
Risk Segment	All Risk segment allowed (Incl. Dark Red)
Eligibility	<ul style="list-style-type: none"> • Max FOIR applicable is 70% (FOIR grid to be followed as per FUW) • Multiplier as per FUW policy
Banking Norms	<ul style="list-style-type: none"> • Last 6 months banking with salary credit. • Bank verification to be done only from below medium <ol style="list-style-type: none"> 1. Account Aggregator 2. OCR 3. Perfios (Net-Banking or PDF Perfios) 4. Covert
Leverage Norms	CC outstanding of >6x of salary not allowed
Employment confirmation	Email and EPFO to be done mandatorily done
Count of live Unsecured loans	Count of Live unsecured loan should be < 3. Loan amount <=20K not to be counted.
Enquiry Norms	PL/BL Enquiry >=6 in last 1 month not allowed - BFL Enquiry not to be counted
Additional Norms	<ul style="list-style-type: none"> • Stock broking, Small NBFC & Manpower will not be allowed. • ABB < 5K not allowed.
Monitoring Framework	<p>Early Vintage Threshold-</p> <ul style="list-style-type: none"> • 3 MOB 0 + - 0.04% • 6 MOB 0 + - 0.11% • 9 MOB 0 + - 0.19%

10. DOE 3 – Salary Norms

Parameter	Underwriting Check																												
Program Type	DOE 3 – Salary Norms																												
Segmentation Norms	<p>Segmentation:</p> <table border="1"> <thead> <tr> <th style="background-color: #0070C0; color: white;">Segment</th> <th style="background-color: #0070C0; color: white;">CIBIL Norms</th> <th style="background-color: #0070C0; color: white;">HL Norms</th> <th style="background-color: #0070C0; color: white;">CC Norms</th> <th style="background-color: #0070C0; color: white;">PL/AL Norms</th> </tr> </thead> <tbody> <tr> <td>Low Risk</td> <td>>=755</td> <td>Ever HL</td> <td>NA</td> <td>NA</td> </tr> <tr> <td rowspan="2">Medium Risk</td> <td>>=755</td> <td>NO HL</td> <td>Live CC</td> <td>NA</td> </tr> <tr> <td>720 – 754</td> <td>Ever HL</td> <td>Live CC</td> <td>NA</td> </tr> <tr> <td>High Risk</td> <td>720 – 754</td> <td>NO HL</td> <td>Live CC</td> <td>>=2L (Ever)</td> </tr> </tbody> </table>					Segment	CIBIL Norms	HL Norms	CC Norms	PL/AL Norms	Low Risk	>=755	Ever HL	NA	NA	Medium Risk	>=755	NO HL	Live CC	NA	720 – 754	Ever HL	Live CC	NA	High Risk	720 – 754	NO HL	Live CC	>=2L (Ever)
Segment	CIBIL Norms	HL Norms	CC Norms	PL/AL Norms																									
Low Risk	>=755	Ever HL	NA	NA																									
Medium Risk	>=755	NO HL	Live CC	NA																									
	720 – 754	Ever HL	Live CC	NA																									
High Risk	720 – 754	NO HL	Live CC	>=2L (Ever)																									
Salary Norms	<p>Salary Norms:</p> <ul style="list-style-type: none"> Min Salary Norms: 35K and above <p>Note:</p> <ul style="list-style-type: none"> -Salary to be considered from AA or Perfios or OCR -Addbacks not allowed 																												
FOIR & Multiplier Norms	<p>Applicable Multiplier:</p> <table border="1"> <thead> <tr> <th style="background-color: #0070C0; color: white;">Low Risk</th> <th style="background-color: #0070C0; color: white;">Medium Risk</th> <th style="background-color: #0070C0; color: white;">High Risk</th> </tr> </thead> <tbody> <tr> <td>16X</td> <td>14X</td> <td>10X</td> </tr> </tbody> </table> <p>Applicable FOIR:</p> <table border="1"> <thead> <tr> <th style="background-color: #0070C0; color: white;">Low Risk</th> <th style="background-color: #0070C0; color: white;">Medium Risk</th> <th style="background-color: #0070C0; color: white;">High Risk</th> </tr> </thead> <tbody> <tr> <td>70%</td> <td>65%</td> <td>65%</td> </tr> </tbody> </table>					Low Risk	Medium Risk	High Risk	16X	14X	10X	Low Risk	Medium Risk	High Risk	70%	65%	65%												
Low Risk	Medium Risk	High Risk																											
16X	14X	10X																											
Low Risk	Medium Risk	High Risk																											
70%	65%	65%																											
Loan Amount	Minimum- 1L Maximum- 15L																												
CIBIL Norms	CIBIL Score- >=720 *Apart from that other norm to be followed as per FUW.																												
Eligible Companies	Allowed in Listed company category & Govt. company category. Definition of listed companies – Diamond/ Platinum/ Gold /Silver/ Blue /Bronze/ Pvt Ltd. Definition of Govt. companies – State Govt Entity/Central Govt Entity/PSU.																												
Age Norms	Minimum – 25 years at the time of loan acquisition Maximum – 48 years at the time of loan acquisition																												
Loan Type	All variant allowed as per FUW norms																												
Tenure	As per FUW Norms																												
Stability Norms	<ol style="list-style-type: none"> Current Work experience >=6 months (This to be validated through Payslip or Joining letter or Last 6 months salary credit banking) Permanent residence address to be captured, if customer residing in rented premises. Permanent residence should be in BFL location. 																												
Employment Check	Official Email & Domain check mandatorily to be done.																												
Banking	<ol style="list-style-type: none"> Account Aggregator or Perfios or OCR is mandatory. Minimum 6 months banking required. salary credit to be checked every month. Salary transactions with IMPS, P2P, N2P, P2A, TPT or any other anomaly are considered suspicious, in such cases – RSA needs to be raised. <p>*Note:</p> <ul style="list-style-type: none"> Disbursement & Repayment from Salary bank account only, no deviation allowed on this norm. Bank verification basis covert is not allowed 																												
Salary Slip	3 Months Mandatorily to be documented.																												
Bounce & Delinquency Norms (On Us)	As per FUW Norms																												
Marginal Segments	<ol style="list-style-type: none"> 1. PL/BL Enquiry >=6 in last 1 month not allowed for SALPL ETB/ NTB customer. – BFL Enquiry not to be counted. >=3 PL not allowed (<=20K sanction amount loans not to be counted). Manpower companies not allowed. Coal Field employee not allowed to source. CC outstanding of >6x of salary. <p>*No Other Marginal Segment are applicable in this program.</p>																												

Product Limitation Profiles	As per FUW Norms, annexure 11.14
Geo Tagging Norms	To be done Mandatorily
Identity Checks	As per FUW Norms, annexure 11.10
Deviation Metrics	As per FUW Norms, annexure 11.11
Vintage Monitoring	3 MOB 0+ - 0.04% 6 MOB 0+ - 0.11% 9 MOB 0+ - 0.19%

11. Annexure-

11.1 CIBIL Norms:

1. CIBIL Score ≥ 685
 - o CIBIL < 685 with salary $> 2L$ is allowed in Prime & Annex
2. No DPD (less than 30 DPD) in last 6 months
3. No 30+ DPD allowed in last 12 months except credit card
4. W/off with w/off amount > 500 (loans) & 1500 (Card). No W/off amount will also be considered as derog
5. SMA /DBT/ SUB/LSS/90+ < 5 yrs. AND Overdue amount > 500 (Loans) / 1500 (Cards)
6. Ever 60+ DPD in last 36 months AND Overdue amount > 500 (Loans) / 1500 (Cards)
7. Ever 30+ in 6 months
8. Overdue Amount > 500 (Loans) / 1500 (Cards) in last 6 month
9. Restructured within 5 yrs. (Restructure due to covid-19 to be excluded)
10. Current Outstanding on all Credit cards \geq Rs 10 Lacs – Not Allowed

Deviation allowed as per deviation matrix (refer Annexure 11.12)

11.2 Bureau Thick/ Thin Definition

Bureau Thick Logic		
Loan Type	Prime	G1/ G2/ G3/ G4
Housing Loan	$\geq 22,00,000$	$\geq 15,00,000$
Property Loan	$\geq 10,00,000$	$\geq 9,90,000$
Personal Loan	$\geq 2,00,000$	$\geq 2,00,000$
Business Loan	$\geq 2,00,000$	$\geq 2,00,000$
Auto Loan	$\geq 5,40,000$	$\geq 5,00,000$
Credit Card	$\geq 1,20,000$	$\geq 90,000$

Any case not meeting above norms will be considered as Thin

11.3 Bounce & Delinquency norms (On-U's)

Underwriter to check dedupe from Customer360 as well as SFDC.

Delinquency norms to be check at Customer ID level at Credit Underwriting stage

1. Current Bucket should be 0 (No DPD)
2. No bounce in last 3 months (should be paid within 10 days)
3. Sourcing to be allowed if ON US W/OFF amount.
 - < 100 without deviation
 - From ≥ 100 to 2000 with vintage > 3 Years with ZCM deviation
 - > 2000 not allowed to source however for monitoring & compliance below conditions to be excluded,
 - o Status as of previous end of day shall be considered.
 - o Cases to be excluded In case where linking/de-linking in Cust ID's of customers.
 - o Intraday change in PAN ID's of customers leads to linking/de-linking of customer ID's to be excluded
4. On us Restructure not allowed
5. On us Settled – not allowed.

VAS Product bounce not to be considered for exclusion.

Deviation allowed as per deviation matrix (refer Annexure 11.11)

11.4 BFL Unsecured Loan norms

Underwriter to check dedupe from Customer360 as well as SFDC.

1. Any top-up to existing SALPL or BFL/BFSD unsecured customer is allowed after 4 MOB only under full underwriting norms.
 - 4 MOB to be counted from First Due Date
 - This norm is allowed only in Full UW based programs.
 - This norm not allowed in any Paperless BT Program, Employee loan program & MTS program where Min 6 MOB should be completed for existing SALPL or BFL/BFSD unsecured loan.
 - **Type of Unsecured loans:** PLCS, RPL, OMPL, SALPL, Business Loan, Professional Loan, BFSD, CDDB Unsecured.
2. At a customer level, customer cannot have more than 2 SALPL live loans running with BFL. (Closed loans not to be considered in above 2 points)
3. BFSD Loan obligation to be considered in FOIR while processing SALPL eligibility.
4. Live BFL PLCS customer not to be funded in SAL PL (Deviation on above 2 norms to be approved by Business Head)
5. If FUW Top-up is being processed- all existing live SALPL loans are required to be closed, sanction condition to be marked at Underwriting stage.
6. Count of Unsecured live loans from BFL - At customer level, max 3 LIVE Unsecured Loans allowed (including BFSD)
7. Count of BFL live loan - At customer level, max 7 LIVE Loans allowed (excluding Secured – only mortgages/CC/GL/VAS)

11.5 Marginal Segment Norms:

CORE BAU Definition-

1. Super Green & Green (ETB/NTB)
2. Amber & Red (SAL PL ETB Only)
3. Dark Red (Allowed ABB, DOE 2 Only)

Core BAU consist of below Programs:

- FUW (including NIP)
- Normal BT and CC BT
- ABB
- Employee Loan
- Unlisted LLP
- DOE 1 (DOE for Unlisted customer)
- DOE 2

➤ **Marginal Segments applicable for Core BAU (Excluding MTS, SAL Govt):**

Parameters	Marginal Segment Norms	Allowed programs
>=3 Live PL	<ol style="list-style-type: none"> 1. >=10 PL/BL not allowed in any program (<=20K sanction amount loans not to be counted). 2. >=4 PL/BL at the time of acquisition (<=20K sanction amount loans not to be counted) in Amber, Red Segment with salary <2L not allowed for SALPL ETB customer. 3. In CC BT & Normal BT program, >=3 PL and has NO HL, then FOIR to be restricted to 55%. 4. >=3 PL/BL not allowed in Stock Broking/ Securities companies in any program (LA <50k not to be counted). Please note: - Indian Bank Backed Broking/ securities companies are allowed (i.e., HDFC Securities/ ICICI Direct, etc) - Non-Indian Bank Backed Broking/ securities companies are not allowed (i.e., Angel Broking, karvy, etc) 5. >=3 PL/BL not allowed in NBFC companies in any program (LA <50k not to be counted). Please note: Max LA capping of 10L for NBFC's listed in Pvt ltd category 6. In PRIME, and its Annex locations, >=3 live PL/BL (Incl. BFL), NO HL, Except Super Green, where salary <1.5L then not allowed (<=20K loans not to be counted). 	<p>Point no. 7, allowed in employee loan.</p> <p>For other norms not allowed in any program</p>

	<ol style="list-style-type: none"> 7. ≥ 3 PL/BL incl. BFL ($\leq 20K$ sanction amount loans not to be counted), not allowed in employee loan for band up to GB 05B. 8. If CIBIL < 730, ≥ 3 PL/BL, where enquiries in last 12 month (secured + unsecured) is ≥ 10 and salary as per market i.e., 'Prime' = $< 2L$ & 'Growth' = $< 1.5L$, then not allowed. ($\leq 20K$ sanction amount loans & BFL Enquiries not to be counted). 9. In Below mentioned companies, ≥ 3 live PL is not allowed (LA $\leq 20K$ loan not to be counted) at the time of acquisition: <ol style="list-style-type: none"> a. TATA CONSULTANCY SERVICES b. HCL TECHNOLOGIES c. WIPRO LIMITED 	
Leverage Norms	<ol style="list-style-type: none"> 1. CC outstanding of $> 6x$ of salary: -CC outstanding of $> 6x$ of salary AND Salary $< 75k$ Not Allowed. - CC outstanding of $> 6x$ of salary AND Salary $\geq 75k - 1.5L$ - allowed with NCM deviation. 2. CC O/S $\geq 10L$ not allowed in any non-income based program. 3. PL/BL Enquiry ≥ 6 in last 1 month not allowed for SALPL ETB/ NTB customer. BFL Enquiry not to be counted. 4. Delhi & Ghaziabad, with ≥ 10 all Enquiries (Secured + Unsecured) in last 12 months and salary $< 1Lac$, then not allowed. (BFL Enquiries not to be counted) 	
Profile Level	<ol style="list-style-type: none"> 1. Listed and Unlisted Manpower Outsourcing/ Recruitment/ Staffing companies are not allowed to source in any program. 2. ABB $< 5k$ is not allowed to process except below conditions: <ol style="list-style-type: none"> i. Super Green segment ii. Green Segment allowed with below conditions: <ol style="list-style-type: none"> a. SAL ETB Customer AND b. Net take Salary $\geq 1L$ iii. For Delhi, Bengaluru & it's Annex locations not allowed in any program and segment 3. CIBIL < 685 with salary $> 2L$ is allowed in Prime & Annex. 4. For Age < 30 years with customer having no HL ever & working in Unlisted (Unlisted/ Delisted/ Unlisted LLP) not allowed. 5. Age < 23 years not allowed 6. In Prime & Annex locations, PL score ≤ 650 with NTH $< 75k$ not allowed 7. Government School Teachers not allowed in all locations of West Bengal. 8. Coal Field employees with salary $\leq 60K$ not allowed. 9. In Growth market, for customer with Age > 55 years, salary should be $\geq 75k$ 10. Unlisted company category allowed with below norms only for SALPL ETB/ NTB customer: <ol style="list-style-type: none"> a. In Prime market, in Super Green segment Salary $> 50k$. b. In Prime market, Salary $> 1Lac$ in Green & Amber Segment. c. In Bangalore & it's annex locations, unlisted company with HL is mandatory in CIBIL report in Green & Amber Segment. d. Delhi & its Annex will be allowed with HL ever in bureau. e. Red & Dark Red not allowed in any market. 11. Sourcing from Govt Hospitals will be restricted for Delhi & it's annex locations. 12. For Nagpur & Chandigarh, any stock broking firm is not allowed to source in any segment & program. 13. If Industry deals into Textile & Seafood, then it is not allowed to process if falls in below segments: <ol style="list-style-type: none"> 1. ≥ 3 PL (LA $\leq 20K$ loan not to be counted) OR 2. ≥ 10 all enquiries (Secured + Unsecured) in last 12 months *Note - No deviation on above norms 	<p>- Point no. 2 allowed in MTS, Employee loan</p> <p>- Point no. 4 MTS</p> <p>- Point no. 6 & 7 allowed in MTS, ABB</p> <p>-Point no. 10 allowed in ABB</p>
Program Level Norms	<ol style="list-style-type: none"> 1. In Company category Central Govt entity, State Govt entity & PSU then CC BT not allowed to source. 2. In Haryana State of Growth & G4 market, Normal BT is not allowed to source except Listed Category. CC BT is not allowed to source, no change on same. (Same is not applicable for SAL Govt. program). 3. In Growth, CC BT program not allowed to source. 4. If CIBIL Score is < 730 and program is Employee Loan (across all employee bands) then not allowed to source. No deviation allowed in this norm. 	- Point no. 2 allowed in SAL Govt.
Segment Level Norms	<ol style="list-style-type: none"> 1. Dark Red segment not allowed in any program except ABB/ DOE 2 2. SALPL NTB Customer with Segment Amber/ Red/ Dark Red not allowed, except ABB & DOE 2. Please note: SALPL ETB Customer with Segment Amber/ Red is allowed provided case is not falling in any other marginal segments. 	<p>- Point no. 1 allowed in ABB, DOE 2</p> <p>- Point no. 2 & 3 allowed in ABB & DOE 2.</p>

3. In Growth markets, SALPL ETB customer with Red segment not allowed except ABB/DOE2.
4. Red & Dark Red not allowed in employee loan. No deviation on same.

➤ **Marginal Segments applicable for MTS Program:**

For MTS program, below are the marginal segment norms applicable as per market wise.

Parameters	Marginal Segment Norms	Allowed programs
Prime	<ol style="list-style-type: none"> 1. Dark Red for SAL ETB/ NTB customer allowed in MTS program with below norms: <ul style="list-style-type: none"> - HL with Max LA capping of 8L. - Not allowed in Delhi/ NCR, Mumbai & Bangalore & it's Annex. 2. Amber/Red SAL NTB Allowed in MTS Program if below norms met - <ul style="list-style-type: none"> - Thick Bureau AND Ever HL in CIBIL report OR - salary >=1.5L in Prime market 3. Unlisted company category allowed with below norms only for SALPL ETB/ NTB customer: <ol style="list-style-type: none"> a. In Prime market, in Super Green segment Salary >50k b. In Prime market, Salary >1Lac in Green & Amber Segment. c. In Bangalore & it's annex locations, unlisted company with HL is mandatory in CIBIL report in Green & Amber Segment. d. Delhi & its Annex will be allowed with HL ever in bureau. e. Red & Dark Red not allowed in any market. 4. Count of unsecured enquiry >=6 in last 1 month not allowed (same day multiple enquiries should be treated as multiple). 5. >=3PL not allowed (Including BFL loan) - <20K PL to be excluded. 6. CC outstanding of >6x of salary AND Salary <75k Not Allowed. 7. Sourcing from Govt Hospitals will be restricted for Delhi & it's annex locations. 8. In ABB < 5K, for Delhi, Bengaluru & it's Annex locations not allowed 9. Manpower company - Not allowed. 10. Salary < 50K not allowed. 11. Delhi & Ghaziabad, with >=10 all Enquiries (Secured + Unsecured) in last 12 months and salary <1Lac, then not allowed. (BFL Enquiries not to be counted) 12. If Industry deals into Textile & Seafood, then it is not allowed to process if falls in below segments: <ol style="list-style-type: none"> 1. >=3 PL (LA <=20K loan not to be counted) OR 2. >=10 all enquiries (Secured + Unsecured) in last 12 months <p>*Note – No deviation on above norms</p> 13. In Below mentioned companies, >=3 live PL is not allowed (LA <=20K loan not to be counted) at the time of acquisition: <ul style="list-style-type: none"> • TATA CONSULTANCY SERVICES • HCL TECHNOLOGIES • WIPRO LIMITED 	NA
Growth (G1)	<ol style="list-style-type: none"> 1. >=3PL not allowed (Including BFL loan) - <20K PL to be excluded. 2. Count of unsecured enquiry >=6 in last 1 month not allowed (same day multiple enquiries should be treated as multiple). 3. MTS with Dark Red and No HL - Not allowed. 4. MTS with Amber/Red with Thin CIBIL, No HL AND salary <75K - Not allowed. 5. Manpower company - Not allowed. 6. Stopped Location - Not allowed. 7. Salary <35K - Not allowed 8. For Nagpur & Chandigarh, any stock broking firm is not allowed to source in any segment and program. 9. If Industry deals into Textile & Seafood, then it is not allowed to process if falls in below segments: <ol style="list-style-type: none"> 1. >=3 PL (LA <=20K loan not to be counted) OR 2. >=10 all enquiries (Secured + Unsecured) in last 12 months <p>*Note – No deviation on above norms</p> 10. In Below mentioned companies, >=3 live PL is not allowed (LA <=20K loan not to be counted) at the time of acquisition: <ul style="list-style-type: none"> • TATA CONSULTANCY SERVICES • HCL TECHNOLOGIES • WIPRO LIMITED 	NA

Growth (G2 & G3)	<ol style="list-style-type: none"> Count of unsecured enquiry ≥ 6 in last 1 month not allowed (same day multiple enquiries should be treated as multiple). Manpower company - Not allowed. MTS with Dark Red and No HL - Not allowed. Stopped location - not allowed Salary $< 35K$ - Not allowed. If Industry deals into Textile & Seafood, then it is not allowed to process if falls in below segments: <ol style="list-style-type: none"> ≥ 3 PL (LA $\leq 20K$ loan not to be counted) OR ≥ 10 all enquiries (Secured + Unsecured) in last 12 months <p>*Note - No deviation on above norms</p> <ol style="list-style-type: none"> In Below mentioned companies, ≥ 3 live PL is not allowed (LA $\leq 20K$ loan not to be counted) at the time of acquisition: <ul style="list-style-type: none"> TATA CONSULTANCY SERVICES HCL TECHNOLOGIES WIPRO LIMITED 	NA
Growth (G4)	<ol style="list-style-type: none"> Count of unsecure enquiry ≥ 6 in last one month not allowed (same day multiple enquiries should be treated as multiple) MTS with Amber/Red with Thin CIBIL, No HL AND salary $< 75K$ - Not allowed. Manpower company - Not allowed MTS with Dark Red and No HL - Not allowed Stopped Location - Not allowed Salary $< 35K$ - Not allowed If Industry deals into Textile & Seafood, then it is not allowed to process if falls in below segments: <ol style="list-style-type: none"> ≥ 3 PL (LA $\leq 20K$ loan not to be counted) OR ≥ 10 all enquiries (Secured + Unsecured) in last 12 months <p>*Note - No deviation on above norms</p> <ol style="list-style-type: none"> In Below mentioned companies, ≥ 3 live PL is not allowed (LA $\leq 20K$ loan not to be counted) at the time of acquisition: <ul style="list-style-type: none"> TATA CONSULTANCY SERVICES HCL TECHNOLOGIES WIPRO LIMITED 	NA

➤ **Marginal segments applicable for SAL Government Program:**

Parameters	Marginal Segment Norms	Allowed programs
≥ 3 Live PL	<ol style="list-style-type: none"> ≥ 10 PL not allowed in any program ($\leq 20K$ sanction amount loans not to be counted). If ≥ 3 PL (incl. BFL), where enquiries in last 12 month (secured + unsecured) is ≥ 10 and salary as per market i.e., 'Prime' = $< 2L$ & 'Growth' = $< 1.5L$, then not allowed. ($\leq 20K$ sanction amount loans not to be counted). 	NA
Leverage Norms	<ol style="list-style-type: none"> CC outstanding of $> 6x$ of salary: <ul style="list-style-type: none"> CC outstanding of $> 6x$ of salary AND Salary $< 75k$ Not Allowed. CC outstanding of $> 6x$ of salary AND Salary $\geq 75k - 1.5L$ - allowed with NCM deviation. CC O/S $\geq 10L$ not allowed in any non-income based program. PL/BL Enquiry ≥ 6 in last 1 month not allowed for SALPL ETB/ NTB customer - BFL Enquiry not to be counted. Delhi & Ghaziabad, with ≥ 10 all Enquiries (Secured + Unsecured) in last 12 months and salary $< 1Lac$, then not allowed. (BFL Enquiries not to be counted) 	NA
Profile Level	<ol style="list-style-type: none"> ABB $< 5k$ except Super Green segment allowed to source. Green is allowed with below conditions: SAL ETB Customer AND Net take Salary $\geq 1L$ In Prime market - For Delhi, Bengaluru & it's Annex locations not allowed. CIBIL < 685 with salary $> 2L$ is allowed in Prime & Annex. Age < 23 years not allowed. In Prime & Annex locations, PL score ≤ 650 with NTH $< 75k$ not allowed Government School Teachers not allowed in all locations of West Bengal. Sourcing from Govt Hospitals will be restricted for Delhi & it's Annex locations. In Growth market, for customer with Age > 55 years, salary should be $\geq 75k$. 	NA
Segment Level Norms	Revised risk segment Dark Red not allowed	NA

Marginal segment cases allowed to process with below intervention:

- NCM Deviation
- Net taken home salary >=50k
- Eligibility to be reduced by 20% (i.e., if case is eligible for 15L, then max eligible loan amount with high severity will be 12L)
- No change overall exposure norms

11.6 Risk Segmentation

In SALPL Business, Risk segment derived from crossbanding of 2 scorecards (i.e., Risk Segments (RB1/RB2/RB3/RB4/RB5/ NTC which is derived from Analytical model) & PL Score)

PL Score is TransUnion scorecard received from bureau in consumer CIR.

There is no change in Revised Risk Segment (Super Green, Green, Amber, Red, Dark Red) which are getting used for eligibility/ marginal segments.

New Risk Segment	Revised Risk Segment (Combination of New Risk Segment and PL Score)				
	DARK RED	RED	AMBER	GREEN	SUPER GREEN
RB5	Null/ Blank/ -1/ 000-1/ >0				
RB4		<=710	>710 & <=795	>795	
RB3			<=710	>710	
RB2				<=795	>795
RB1					Null/ Blank/ -1/ 000-1/ >0
NTC			Null/ Blank/ -1/ 000-1/ >0		

11.7 Employment check

Employment Check:

1. Official Email ID Confirmation & Domain Check **OR**
2. EPFO Check: Must be positive **OR**
3. TAN Check: For government employees **OR**
4. Online Employment Checks: For government employees (screenshot to be attached in SFDC) **OR**
5. RSA

Please note:

1. Email is mandatory for cases with previous cases processed with email and there is no change in employer.
2. EPFO Check: Along with the official email ID check, credit must also check "Employee Provident Fund details" based on PF deduction available in the payslip.
 - If PF deduction is seen in the payslip, then EPFO must be mandatorily positive.
3. For government cases if employment has not changed, then employment verification can be waived off basis credit discretionary for less than 50 years old customers.
4. Office mail confirmation or HR confirmation from generic mail ID not allowed
5. Employment confirmation to be mandatorily done by Office mail confirmation for all employees working with **Accenture group, Cognizant Group, Meta (employees of Facebook, Instagram, WhatsApp), Twitter, Zomato, CISCO, Reliance, Oracle, Samsung, Genpact** till further communication.
6. Employment confirmation to be mandatorily done by **Office e-mail confirmation** and **EPFO** both for all employees working with **MICROSOFT Corp. & INTEL and Its Subsidiary Co.**

Additional Norms for Employment checks:

Process for EPFO-Based Employment Check:

UAN Details Validation: Demographic details must match with the EPFIGMS website using the link EPFIGMS.

- Screenshot to be attached in SFDC.
- If details do not match, then a PF statement must be requested. If the applicant does not have a PF statement, then RSA should be raised.
- PF statement to be attached in SFDC if the case is processed based on the PF statement.

Process for Domain Check:

- Positive Domain Check: Credit must check:
 1. **Domain Creation Date of Employer:**

- If the domain is older than two years and is "NOT OK" as per the system, route this with your respective RCMs (case can still be raised to RCU if suspicious).
 - RSA to be raised in cases where the domain is less than 2 years old if it is the first-time login (case can still be raised to RCU if suspicious).
- 2. Company Name in Domain Check:** Must match with the company name in SFDC and the payslip.
- If the domain created API is not stamped, RCM deviation is required with valid checks and supporting screenshots.
 - If the domain does not match with MCA, RCM deviation is required with valid checks and supporting screenshots (case can still be raised to RCU if suspicious).
 - If the company is acquired by another company causing a domain mismatch, ACM can approve the same (e.g., domain mismatch due to the merger of Aakash & Byju's).
- 3. Domain Check "Not OK" but EPFO Positive:** To be processed with ACM deviation.
- 4. Domain Check "Not OK" and EPFO Not Positive:** To be processed with RCM deviation.

Process for TAN Check:

- Positive TAN Check: For the latest financial year.
 - Count of Records Present: Must be greater than 0.
 - Type of Return: Should be Salary.
- Screenshot: A screenshot of the positive TAN check should be attached in SFDC

11.8 Bank Verification Norms

Account Aggregator/ Perfios Net Banking

If Account Aggregator or Perfios Net Banking is done, then no Covert Required

Type of Verification	Status	Statement Status	Action
Account Aggregator	Fail	Not Verified	Priority-wise actions as below A. If EPDF is there 1. OCR 2. Perfios by statement upload 3. Covert B. If EPDF is not there 1. Perfios Net-banking

Perfios PDF upload/ OCR

If Perfios Statement Status "Fraud" then mandatorily need Net Banking Perfios
Covert verification Not allowed as they only check for salary credits.

Actions on Perfios PDF uploaded as below,

Authenticity Score Flag	Bank Name	Perfios statement status	Action
Pass	All Banks	Verified	OK (No Covert)
Fail		Refer	Account Aggregator Or Net Banking Perfios Or Covert is mandatory
Fail		Fraud	Account Aggregator Or Net Banking Perfios

No Perfios

If no Perfios is done (AA/ Net banking / PDF upload/ OCR) and physical statements are submitted, then Covert to be mandatory in all cases

Covert check

Covert Management Services limited is the name of the company on which this check is named. In Sal PI we use their services for Banking verification where we provide Name and Bank Account number of the applicant to the company, and they provide back salary of the applicant.

Covert helps to cross check salary details mentioned in Bank statement for any suspected fraud bank statements

List of Banks Covered by Verification Agency

S.NO	Bank Name	S.NO	Bank Name
1	HDFC BANK LTD	12	INDIAN OVERSEAS BANK
2	ICICI BANK LTD	13	INDUSIND BANK
3	AXIS BANK LTD	14	KARNATAKA BANK
4	BANK OF BARODA	15	KARUR VYSA BANK

5	CANARA BANK	16	KOTAK MAHINDRA BANK
6	CENTRAL BANK OF INDIA	17	PUNJAB NATIONAL BANK
7	DCB BANK LTD	18	RATNAKAR BANK LTD
8	FEDERAL BANK LTD	19	STANDARD CHARTERED BANK
9	HSBC BANK	20	STATE BANK OF INDIA
10	IDBI BANK	21	UNION BANK OF INDIA
11	INDIAN BANK	22	YES BANK LTD

Sales Visit along with Digital Sampling would be done where applicant Salary Credit Bank is not under coverage of AA/ OCR/ Perfios/ Covert Bank checks.

1. For cases where Sales Visit done, below norms to be followed.
 - a. Visit to branch by BFL On-Roll Sales manager is mandatory along with Customer
 - b. Location head (with Employee Band GB 06 & above only) approval is mandatorily documented in Prime / NSM approval mandatory documented in Growth after BFL On-Roll Sales manager's visit.
 - c. Geo tagged pictures to be documented with Customer from bank premises.
 - i. SM goes to branch update the transactions on Passbook/Bank Statement in front of him through bank manager / Machine with Geo tagging.
 - ii. SM goes to branch, takes print out statement in front of him, confirm verbally the last credited Salary amount with bank manager, Get the Geo tagging done with customer in branch.
 - d. Digital sampling is mandatory for cases where Sales visit done for bank verification.
 - i. If DS report is Screened, then we can proceed ahead.
 - ii. If DS report is Sampled, then cases to referred to RSA.

Note – Credit shall also check Salary narration for any fraud instances.

Suspicious Transactions (For both Perfios and Non Perfios cases)

Salary transactions with IMPS, P2P, N2P, P2A, TPT or any other anomaly are considered suspicious. For any such suspicious transactions below process to be followed:

- In Unlisted companies' cases with Suspicious transactions shall be routed through RCU as a part of RSA framework
- In Listed companies such suspicious transactions are triggers, credit to cross check with transactions of same companies in past. If not validated same shall be referred to RCU stating the suspected reason under RSA

Below process needs to be followed for Banks where covert doesn't have a Tie-up

- 1) This process to be allowed for banks which Covert does not have tie-up. Other than the attached banks/list, Co-operative bank is passed on to RCU for verification
- 2) SM to do a geo-tag at the bank when he/she goes for getting it stamped at the bank – Credit to check for the geotag before such cases are approved

11.9 Geo tagging Norms

Geo tagging to be done if case falls in any of the below norms:

1. Bureau No-Hit Program
2. Manpower sourcing company
3. Approved Loan Amount \geq 20L
4. Not meeting Waiver Norm
5. Not meeting Waiver Norm with VKYC/EKYC

Geo tagging Waiver Norm (SAL ETB/NTB)

Geo tagging can be waived if case is meeting **all** below norms:

1. Loan Amount $<$ 20L
2. Current address proof is not DOVD
3. Salary \geq 75k
4. Super Green & Green Segment
5. HL ever in Bureau **OR** Electricity bill in the name of applicant (electricity bill to be documented in SFDC)
6. Email Confirmation (NON Govt employees) / TAN Check (for Govt employees) for cases meeting above norms for Geo tagging waiver.

Credit to verify above details for Geo Tagging waiver.

Geo tagging Waiver Norm (Only SAL ETB)

Geo tagging can be waived if case is meeting below norms:

1. Existing BFL SALPL Customer with same current residence address (**Provided VKYC/EKYC is to be done mandatorily at either current residence OR Office address**) **AND total SAL PL exposure is \leq 40L.**
2. Geo tagging is mandatory for total SAL PL exposure $>$ 40L.
3. Credit to verify above details for Geo Tagging waiver.

Geo tagging Waiver Norm with VKYC/EKYC

Geo tagging can be waived & case can be processed basis VKYC/EKYC if below norms are met:

1. Prime Salary >=75k & Annex & Growth Salary >=50k **AND**
 2. Loan Amount shall be <=35Lacs
 3. HL ever in Bureau **OR** Electricity bill in the name of applicant (electricity bill to be documented in SFDC)
- OR**
1. Prime Salary >=75k & Annex & Growth Salary >=50k **AND**
 2. Loan Amount shall be <=25Lacs **AND**
 3. Current work experience >=3 years (to be validated by UW through Salary slip or Form 26As or Mobile Based EPFO)
- OR**
1. If Applicant's Current residence address is matching with AA/ Perfios/ OCR Address AND provided address proof is not Deemed OVD.
 2. Loan Amount shall be <=25Lacs
- VKYC/EKYC to be completed along with LAT & LONG details wherever Geo tagging is applicable either at current residence address or at office address
 - Credit to validate Geo co-ordinate updated in VKYC/EKYC with current address or office address. If co-ordinates are of any other address (neither office/nor current address) then case is not allowed to process basis VKYC/EKYC

Please note -

1. Geo tagging not required in Employee Loan.
2. For cases getting processed on **last day of the month** Geo tagging or VKYC/EKYC not required except below profile,
 - For work from home Profile - VKYC/EKYC mandatory at residence
 - Bureau No-Hit Program - Geo tagging Mandatory
3. For Geo-Tagging waiver during the month, joint approval of Risk Head and CBO will be required.

Additional Norms: (Credit to Check)

1. Login branch should be current residence address city.
2. Permanent Address needs to be captured in system for all cases.
3. Credit to mandatorily verify permanent address in Tele Verification along with ownership type of permanent address.
4. If current residence & office are in same city then, Geo tagging required either at current residence or Office address.
5. If current residence & office are not in same city, then Geo tagging mandatorily required at residence address.
6. Photos without Geo Co-ordinates are not allowed.
7. Geo tagging can be done at Residence address or Office address.
8. 3 Photos (Selfie, with customer & Main entrance/Gate/Outside of building with nearby area) to be submitted with mandatory Lat/Long

Sr No	Residence Address	Office Address
1	Photo with customer covering Main entrance/Gate/Outside of building with nearby area to be seen	Photo with customer covering Main entrance/Gate/Outside of building with nearby area to be seen
2	Photo with customer from inside the house	Photo with customer from outside the office premises with office name board
3	Selfie with customer by BFL On-roll Employee/PSF	Selfie with customer by BFL On-roll Employee/PSF either from inside office premises or outside office premises, in case of entry restricted

9. Current work experience & residence type should be validated with provided or with customer during Tele-verification.
10. Mark sanction condition wherever geo tagging is required.
11. Pictures with Geo co-ordinates should be attached in respective section of Geo Tagging only
12. Check LAT/ Long details in provided pictures.
13. Geo tagging to be fulfilled before disbursement of the file.

11.10 Identity Checks

PAN needs to be validated mandatory.

PAN should be Existing and valid.

Below to be checked by UW at the time of approval

- NSDL PAN check result to be checked for each case in SFDC.
- Name should match with name in SFDC.
- If there is complete mismatch in Name fetched from NSDL compared to Name in application, then case is not allowed to be processed.
- If system API of NSDL is not working, then both to be done manually
- CIBIL PAN should match with application PAN (to be validated on One Pager)
- Credit to verify CIBIL DOB & CIBIL PAN with DOB & PAN on application, in case there is mismatch, Credit to pull external CIBIL & verify.
- If mobile number mismatch with bureau, then below process to follow at Credit stage.
 - UW need to validate applicant's name with name on UPI app, and if details not found/ mismatch then RSA to be raised.
 - UW to attach UPI Screen shot in SFDC

11.11 Deviation Matrix

Sr. No.	Deviation Name	Approving Level	Deviation Type
1	>0 DPD in any tradelines in last 6 months from CIBIL creation date	Credit Officer	Auto
2	Addback deviation - Insurance/ LIC/ LTA	Credit Officer	Auto
3	30 DPD & above in last 12 months on all tradelines from CIBIL creation date	Credit Officer	Auto
4	Area Is Negative	Credit Officer	Auto
5	Bank employee No Perfios	Credit Officer	Auto
6	DISBURSAL Deviation-Non OCR Banking Deviation	Credit Officer	Auto
7	Domain Check NOT OK + EPFO Done	Credit Officer	Auto
8	Domain Check NOT OK + EPFO NOT Done	Credit Officer	Auto
9	Leverage Norms - High Severity - Super Green	Credit Officer	Auto
10	Overdue Amount > 500 (Loans) / 1500 (Cards) in last 12 months	Credit Officer	Auto
11	Total Experience <3 Years	Credit Officer	Auto
12	Cibil Score Deviation (Cibil V3 Score < 685)	Credit Officer	Auto
13	Email and EPFO not Available	Credit Officer	Auto
14	Fraud Match Deviation	Credit Officer	Auto
15	Growth - Current Experience 1-3 Years in Unlisted Company	Credit Officer	Auto
16	Leverage Norms - High Severity - Others	Credit Officer	Auto
17	Restructured within 5 yrs	Credit Officer	Auto
18	SMA /DBT/ SUB/LSS/90+ < 5 yrs AND Overdue amount > 500 (Loans) / 1500 (Cards)	Credit Officer	Auto
19	Suit file in any tradeline except (Credit card & Gold Loan)	Credit Officer	Auto
20	W/O with amount >500 (non-card) & 1500 (card)	Credit Officer	Auto
21	Dedupe Bad Match	Area Credit Manager	Auto
22	Existing bank & current application repayment & disbursement bank is not matched	Area Credit Manager	Auto
23	Repay Deviation-Non OCR Banking Deviation	Area Credit Manager	Auto
24	Ever 60+ DPD in last 36 months AND Overdue amount > 500 (Loans) / 1500 (Cards)	Area Credit Manager	Auto
25	Perfios Statement Status Is Fraud	Area Credit Manager	Auto
26	Salary Delay >5 days for Non Govt	Area Credit Manager	Auto
27	Growth - Current Experience <1 Years in Unlisted Company	Area Credit Manager	Auto
28	Domain < 2 years	Regional Credit Manager	Auto
29	>10000 Overdue Amount	Regional Credit Manager	Auto
30	Credit card Outstanding amount >= 10L	Zonal Credit Manager	Auto
31	FOIR Deviation	Zonal Credit Manager	Auto
32	Loan Amount Deviation (Higher than Eligibility)	Zonal Credit Manager	Auto
33	Multiplier Deviation	Zonal Credit Manager	Auto
34	Salary Delay >30 days	Zonal Credit Manager	Auto
35	Count of Enquiry norms not met in last 1 month	Zonal Credit Manager	Auto
36	Special Profile Norms	National Credit Manager	Auto
37	Payslip waiver	Credit Officer	Manual
38	Rejected in last 12 months basis Customer Withdrawal / Customer Not Interested	Credit Officer	Manual
39	Domain Created API Not Stamped	Credit Officer	Manual
40	Rejected in last 6-12 months basis Financial/ CIBIL /RTR /PD /Other policy norms	Area Credit Manager	Manual
41	Addback deviation - Pension/ incentive from Offer letter	Area Credit Manager	Manual
42	EMI bounced deviation	Area Credit Manager	Manual
43	Rejected in last 6 months basis Financial/ CIBIL /RTR /PD /Other policy norms	Regional Credit Manager	Manual

44	Restricted Company Segment - Unlisted	Zonal Credit Manager	Manual
45	Unlisted Company DOI<2 year	Zonal Credit Manager	Manual
46	On US Standard Derog - Write-off Amount 100-2000	Zonal Credit Manager	Manual
47	>1 Off Us Unsecured Loans In Last 6 Month	National Credit Manager	Manual
48	Ever Bucket in BFL loans (to be considered from Posidex dedupe)	National Credit Manager	Manual
49	Marginal Segment Norms not met	National Credit Manager	Manual

*Any deviation not covered in deviation matrix, can be approved by SCO/ NCM.

11.12 Links for Employment Checks:

Govt/Non Govt	Link	State
EPFO	https://unifiedportal-epfo.epfindia.gov.in/publicPortal/no-auth/misReport/home/loadEstSearchHome	
TAN Check	To validate TAN of Employer - Income Tax Portal, Government of India Know your TAN To confirm Employment - TRACES TDS / TCS Credit (tdscpc.gov.in)	
Salary slips verification of Central Govt Employee	PFMS	
BCCL	http://www.bcclweb.in/PaySlip/	Jharkhand
State Govt	https://treasury.telangana.gov.in/	TELANGANA
State Govt	http://treasury2.tn.gov.in/default.aspx	TN
State Govt	https://www.mptreasury.org/mpt/dynamic/myarea.htm	Madhya Pradesh
Teacher	https://ekoshonline.cg.nic.in/ePayroll/frmEmpDetails.aspx	Chhattisgarh
Indian Railway	http://indianrailways.gov.in/railwayboard/EmpData/SearchEmployee.jsp	Pan India
State Govt	http://sikkimdop.gov.in/EmployeeContent?contentType=Service	Sikkim
Teacher	http://ehrms.upsdc.gov.in/	UP
State Govt	https://esalaryhry.nic.in/	Haryana
State Govt	http://jharpis.gov.in/Aspx/EmployeeSearchByName.aspx	Jharkhand
State Govt	http://jharpis.gov.in/Aspx/SearchEmployee_new.aspx	Jharkhand
LIC Employees	https://www.licindia.in/Bottom-Links/RTI/X-The-monthly-remuneration	ALL INDIA
TSRTC	http://183.82.0.104/tspfweb/pfstf.html	TELANGANA
APSRTC	http://www.apsrtpcf.in/	ANDHRA PRADESH
State Govt	https://treasury.ap.gov.in/ddoreq/index.php?service=lpccreationtot	ANDHRA PRADESH
State Govt	https://tms.ap.gov.in/dinfo/emprreport.aspx	ANDHRA PRADESH
State Govt	https://tshrms.cgg.gov.in/DownloadEmpDetails.do?jsessionid=13C59D98147C5CFAF17EC5FACC87EA62	TELANGANA
State Govt	https://www.spark.gov.in/webspark/(S(wb5xu4yf0lmrzpu4kdlaj0k))/Leavemanagement.aspx	Kerala
State Govt	http://epayroll.tn.gov.in/epayslip/Login/EmployeeLogin.aspx	TN
Govt Employees	Immovable Property Return - RAJKAJ (Integrated e-Office) (rajasthan.gov.in)	Rajasthan
PVT institute	https://www.allen.ac.in/apps1617/employeezone/login.aspx	Rajasthan
State Govt	http://ihrms.raj.nic.in/	Rajasthan
Govt	http://www.bcclweb.in/PaySlip/	Overall
Govt	https://sbi.co.in/web/corporate-governance/directory-and-gross-emoluments-of-state-bank-of-india-staff	Pan India
MP	https://www.mptreasury.org/mpt/dynamic/myarea.html	Pan India
Bhabha Atomic Centre	http://www.barc.gov.in/rti/emplist.html	Pan India
Employer as Partnership firm or Proprietorship	https://www.knowyourgst.com/gst-number-search/by-name-pan/	Pan India
Govt emp check	https://www.mptreasury.org/mpt/dynamic/myarea.html	Pan India
Rajasthan	http://www.sipf.rajasthan.gov.in/EmployeeDetails.aspx	Rajasthan

	http://indianrailways.gov.in/railwayboard/EmpData/InputOption.jsp	
	http://ihrms.raj.nic.in/	
	Immovable Property Return - RAJKAJ (Integrated e-Office)	
Delhi	https://online.ndmc.gov.in/smart_card/searchappl.aspx	NDMC employee

11.13 Clarification on Addbacks:

Addback Type	Remarks	Deviation Authority
VPF	UW to assess based on 3 months	
GPF	UW to assess based on 3 months	
Insurance/ LIC / Other insurance deduction for Govt Employee (i.e., KGID, APGLI)	Can be added in income if deduction seen in 1 of the months in latest 3 months payslip & banking	ACM
Pension income	Only individuals pension income can be added subject to proof (last 6 months Pension Credited bank statement)	RCM
Rental income	80% of last 6 months or 15% of Avg last 3 months NTH whichever is lower - Already part of existing policy	
SIP deduction for Govt & Non Govt companies	UW to assess based on 3 months	
Society/ Investment deduction from payslip	UW to assess based on 3 months	
Investment deduction	UW to assess based on 3 months	
Half yearly/ Annual Bonus	Not allowed - Already part of existing policy	
Quarterly Incentive	Added in income if seen credited for 2 quarters - Already part of existing policy	RCM - in case of added from Offer letter
NPS	<ul style="list-style-type: none"> UW to assess based on 3 months NPS deduction can be added in salary if PF/ GPF deduction is available in Salary slip 	
Overtime	Not allowed - Already part of existing policy	
LTA	Can be added in income if same is Part of CTC, (LTA as per offer letter/12)	ACM
ESOP	Not allowed	
HRA deduction for Govt employees	Not allowed	
Arrears	Not allowed - Already part of existing policy	
Reimbursement	Can be added in income if part of CTC letter or seen credited in last 3 months payslip. (Reimbursement of expenses like travel claims/mobile claims/Sodexo pass cannot be considered as income)	
FD interest & Dividend income	can be considered in income for eligibility calculation if reflecting in verified banking	
Additional Norms	<ol style="list-style-type: none"> Below are the following norms for cases getting processed with Add back / Advance salary: <ul style="list-style-type: none"> Form 26AS to be provided mandatorily to check customer Gross income and TDS deductions. Advance salary/ Pay amount should be reflected in Bank statement + Advance salary narration should be match with other three salary credit narration. Salary Advance/payment amount should also reflect in salary slip in 'Deductions' section, if not same to be raised for RSA In case of NIP program, where salary difference between 2 consecutive months seen more than 30%, salary slip to be taken to check the same. <p>Note: This norm is applicable for all salary-based program</p>	

11.14 Product Limitation Profiles/ Negative Sector

BELOW PROFILE ARE NOT ALLOWED IN ANY PROGRAM:

Product Limitation Profile	Status
Multi-level marketing companies	Not allowed
Panchayats	Not allowed
Media Companies like Zee news, Star India Ltd, DD News, DD Sports, etc.	Not Allowed
Police and other related enforcement organizations (BRDO, BRO, BSF, CRPF, RPF etc.)	Not Allowed
Politically connected individuals/ Foreign National/ Non Residential Indian	Not Allowed
Judge/Lawyers	Not Allowed
Mines	Not Allowed
Shipping and navigations - only for On ship employees	Not allowed
Class IV employees	Not Allowed
Blue collar profiles (Drivers, Sweepers, Peons, Watchman, Office boy, Lift Operator, Courier delivery boy, Security guards etc.)	Not Allowed
DSA / Collection Agency / Verification Agency	Not Allowed
Internet gambling, chit fund, Nidhi, lottery	Not Allowed
SPA / Beauty Parlours & Saloon	Not Allowed
Co-operative societies & Co-operative Banks	Not Allowed
Online Gaming	Not allowed
Jewellers - Gold/ Diamond related business	Not allowed
Auto dealer	Not allowed (except ABB program)
Online coaching/Education institutes	Not allowed
Unlisted Manpower Outsourcing/ Recruitment/ Staffing companies	Not allowed
Government School Teachers not allowed in all locations of West Bengal	Not allowed
Manpower companies	Not allowed
Unlisted NBFC's	Not Allowed

11.15 Clarification on ABB

ABB can be considered from **Secondary Bank** account as well if <5k in Salary bank account. UW to validate below checks:

- Business/ UW to select consider for ABB flag for Secondary Bank account
- Min 6 months AA/ Perfios/ OCR mandatorily to be done for secondary as well as Primary bank account
- UW to check in case of high credit, EMI bounces in secondary bank account and Primary bank account
- Secondary Bank account should be in the name of Applicant, Joint account will not be considered.
- Secondary account to be validated through AA/Perfios/OCR. If secondary bank account is not validated, then it is not allowed to add as secondary bank account.
- Disbursement and Repayment will be from Primary bank account only (that is salary account)

In Growth Market - Customer with salary bank account in bank's which are not available for Either AA OR Perfios OR OCR (i.e. Gramin banks, Co-operative Banks).