

# **Golden Peacock Award for Risk Management (GPARM)**



## ***Guidelines-cum-Application Form***

**“The set of questionnaire towards Self-Appraisal Report has been prepared to ensure & improve the effectiveness of total operational system; and further to accelerate the pace of organizational improvement.”**

**ISSUE – 2024**

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# **WINNING WORKS WONDERS**

*Winning the Golden Peacock Award for Risk Management (GPARM) leads to wide ranging benefits, for all types of business or trade, from multinationals to small family-run concerns.*

- *The Award logo is recognition of the symbol of excellence in Risk Management and a sign of a successful competitive organization.*
- *National and local publicity strengthens customer / client base.*
- *It enhances staff morale and motivation and commitment to Risk Management is reinforced at corporate level.*
- *The Award would give the 'Brand' a competitive edge, in today's rapidly changing market-place.*

# **GOLDEN PEACOCK AWARD FOR RISK MANAGEMENT**

## **AWARD SCHEME**

Golden Peacock Awards Secretariat has great pleasure in inviting applications from the manufacturing as well as service organizations, for the **Golden Peacock Award for Risk Management (GPARM)**.

Golden Peacock Award for Risk Management is the coveted and prestigious recognition that your organization could strive to win. Golden Peacock Awards Secretariat takes pride in having instituted this Annual Award, in furtherance of its aims and objectives. The Awards is presented to organizations adjudged to have attained significant achievements in the field of Risk Management.

Throughout this document, the term "Risk Assessment and Management (RAM)" shall be understood to include a fully integrated approach to RAM.

### **Risk Assessment & Management: Workplace**

Issues of Risk Assessment and Management (RAM) are applicable in all types of workplaces, large or small, in agriculture, manufacturing or industry. Risk Assessment and Management signifies promotion, preservation and protection of quality and quantity of human resources, physical assets and other financial assets of the organization. Risk Management includes assessing, identifying, analyzing, evaluating and treating risks. Risk analysis focuses primarily on communication and consultation, monitor and review in all the stages of risk management at work place.

### **What is Risk Management?**

The management of risk is an integral part of good management practice. There is a direct relationship between risk and opportunity, in all business activities and, as such, an agency needs to be able to identify, measure and manage its risks and opportunity in all business activities, in order to be able to capitalize on these opportunities and achieve its goals and objectives.

A risk can be defined as any internal or external situation or event that has the potential to impact upon an agency, preventing the agency from successfully achieving its objectives, delivering its services, capitalizing on its opportunities or carrying out its projects or activities.

Risk management is simply the practice of systematically identifying and understanding risks and the controls that are in place to manage them. Ultimately, the process gets you to a point of deciding whether, in the context of a particular strategy, activity or function, a risk is acceptable or requires further action.

The risk management process does not encourage managers to be risk averse. In fact, it is designed to provide managers with a degree of confidence to be able to manage risk up to an acceptable level and to take risk commensurate with the opportunity. The key element in managing risk is correctly balancing risk and reward. A culture which is risk averse will create inflexibility in the business and erect barriers to achievement of organization's goals. Alternatively, the acceptance of disproportionately high risk can have adverse impact on the business.

## **Why Manage Risk?**

The primary reason for managing risk is to enable agencies to successfully achieve their goals. With the growing need for transparent decision making, a structured and systematic risk management process demonstrates due diligence required and provides an audit trail for decision making. A comprehensive understanding of risk exposures facing an agency also facilitates effective planning and resource allocation, and encourages a proactive management culture, with flow-on benefits for every aspect of an agency's operation.

## **How do we Manage Risks?**

Risk Management is most successful when it becomes fully integrated with normal operating procedures, processes and systems. Like all good management practices, it should be driven from top down and be recognized as the responsibility of everyone. Executives and Senior Managers have a particular responsibility in demonstrating commitment to the implementation and use of risk management process and the information it generates.

The process comprises following steps:

1. Establish the context,
2. Identification of the risks,
3. Analysis and evaluation of the risks, and
4. Treatment of risks.

In addition, there are two important facets – Communication and Consultation, and Monitor and Review – that apply to every aspect of risk management.

## **Enterprise Risk Management**

The underlying context of **Enterprise Risk Management** is that every entity, whether for-profit or not, exists to realize value for its stakeholders. Value is created, preserved, or destroyed by management decisions in all activities, from setting strategy to operating the enterprise on a day-to-day basis. ERM provides a framework for management to effectively deal with uncertainty and associated risk & opportunity and thereby enhances its capacity to build value.

ERM supports value creation by enabling management to:

- Deal effectively with potential future events that may create uncertainty.
- Respond in a manner that reduces the likelihood of downside outcomes and increases the upside.

## **The Award**

**Golden Peacock Award**, named after India's national bird "**Peacock**", is awarded annually. Each winner receives a Trophy together with a Certificate. The award winners may use the Golden Peacock Award Logo with year on their printed and promotional materials. Selected organizations may be awarded a Commendation Certificate by the Jury.

## **Why This Award?**

'Golden Peacock Award for Risk Management' has been instituted to stimulate and help organizations to rapidly accelerate the pace of stake-holder oriented improvement process. It is a powerful self-assessment process and a way to build an organizations' brand equity on 'Risk Management'. The preparation for the award helps to inspire and align the entire work force and management functions to this end. The knowledge gained by the organization in describing and self-assessing its operations, would lead to improved organizational performance in this field.

## **Who can Apply?**

Any organization of India or any other Country/Nationality (interested in benchmarking their processes in their respective business sectors), engaged in trade, business, production or rendering services, irrespective of any size/volume or a Government entity/department, can apply for this Award.

### **a) Eligible Organizations**

1. Public Sector Units (PSUs) - separately for Manufacturing & Service sectors.
2. Private Sector Organizations - separately for Manufacturing & Service sectors.
3. Government/Municipal Organizations, Government Undertakings & Public Utility Services.

### **b) Unit Eligibility Criteria**

Manufacturing/Service Organizations or Divisions of Organizations (Self-Accounting Profit/Cost Centres), in the Private and Public Sectors, and Government Organizations may apply for the '**Golden Peacock Award for Risk Management**'. The operations of the applicant organization must be carried out independently, meaning that responsibilities, authorities, results etc., are clearly defined, and suitably covered in the organization's Annual Report. The details of operations of the applicant must reasonably correspond to the Award criteria, which are verifiable at the time of evaluation.

## **Industrial Sectors**

'**Golden Peacock Award for Risk Management**' will be considered in separate industrial sectors, at the discretion of the Jury. You may mention your specific industrial sector, in the appropriate application column in Annexure-1 – Application Form.

## **Rules & Regulations**

- **Decision of the Award Jury is final and no correspondence or appeal will be accepted on the Jury's decision.**
- Award Secretariat reserves the right to declare more than one organization as the winner, and could also withhold award(s), if the required standard is not met.
- Award for each sub-sector may be given, even if there is only one application in any of the categories, provided it meets the qualification criteria (as decided by the Jury).
- Finalist Award applicants may be invited to make a brief presentation to the Jury and/or one of the assessors may be nominated to confirm or verify the facts at site. Such travel and stay expenses, if any, will be borne by the applicant.

- Award Secretariat accepts no liability for any loss resulting from the disclosure of information concerning an applicant to Assessors or Jury members, though all reasonable precautions will be taken to maintain secrecy.
- Award Secretariat cannot undertake to return documents or supplementary material submitted with an application.
- Award Secretariat reserves the right to alter the Award Scheme, at any time, without notice.

### **Non-Disclosure & Confidentiality**

Names of applicants, commentary and scoring information developed for review of applications are regarded as proprietary, and are kept confidential. Such information is available only to individuals directly involved in the assessment and administrative processes.

Golden Peacock Awards Secretariat will take all reasonable precautions to ensure that applications and the information provided therein are treated in strict confidence. However, in no way Golden Peacock Awards Secretariat can be held responsible for any loss of confidentiality to a third party, nor held liable for any damage (to goods or persons) or financial loss incurred through the breach of confidentiality or otherwise by the applicants or any third party.

Golden Peacock Awards Secretariat reserves the right, subsequent to the Award Presentation, to publish salient details of the Innovative methods/processes/Improvement initiatives/Schemes of the Award Winners, for the purpose of sharing of knowledge to raise the general industry standards.

### **Application Fees**

**A. Application Fee for Indian Organization: Rs. 59,500/- plus 18% GST as applicable**

**B. Application Fee for Overseas Organization: USD 1000 plus 18% GST as applicable**

**The Application Fee should accompany the Application. The Application Fee is required to be paid on or before the due date of submission of application.**

**The Application Fee can be paid through the following payment modes:**

**i) Demand Draft/Cheque in favour of 'Institute of Directors', payable at New Delhi.**

**OR**

**ii) through Bank Transfer as per the following details:**

Bank Name:	<b>Union Bank of India</b>	MICR Code:	<b>110026324</b>
	M-3, Greater Kailash Part-II,	IFSC CODE:	<b>UBIN0902861</b>
	New Delhi-110048, India	PAN No.:	<b>AAABI0002J</b>
	Tel. No. 011-29210959	SWIFT CODE:	<b>UBININBBNGK</b>
Account Name:	<b>Institute of Directors</b>	GSTIN:	<b>07AAABI0002J129</b>
Account No.:	<b>510101006113450</b>		
A/C Type:	<b>Current A/C</b>		

**OR**

**iii) through Credit Card by logging on to <https://goldenpeacockaward.com/>**

**Note: 1. Original Tax Invoice will be generated Only after the receipt of the Application Fee. However, in order to initiate the payment process, a Proforma Invoice may be generated upon Request from an applicant organization.**

**2. TDS on the Application Fee may be deducted as per Income Tax Act 1961.**

## **Procedure for Sending Application**

1. **The completed Application (Annexures 1, 2 & 3) along with all the Supporting Materials, MUST be shared in SOFT COPY format through EMAIL to [INFO@GOLDENPEACOCKAWARD.COM](mailto:INFO@GOLDENPEACOCKAWARD.COM) Only, covering the following:**
  - a. **Table of Contents**
  - b. **Annexure 1** – Application Form
  - c. **Annexure 2** – Business Overview – To provide a summary of the applicant’s business.
  - d. **Annexure 3** – Self-Appraisal Report
  - e. **Supporting Materials (Share the List of the Supporting Materials attached with the application)**
2. If the file size of the application is heavy and cannot be sent through Email, then the applicant organisation may send the Soft Copy of the application along with all the Supporting Materials through [www.wetransfer.com](http://www.wetransfer.com) / Google Drive / One Drive or any other platform, as convenient to the applicant organization, to [INFO@GOLDENPEACOCKAWARD.COM](mailto:INFO@GOLDENPEACOCKAWARD.COM) Only.
3. **Please DO NOT mark any other email id of IOD and GPA Secretariat due to Security and Confidentiality reasons.**
4. **Kindly ensure that the GPA Secretariat must be able to Download the application from the shared platform.**
5. This application will be based on **GPARM** Guidelines and criteria. The criteria consist of a set of questions which when answered, sequentially, duly supported by the objective evidence, would help in assessing the extent of excellence achieved by the applicant.
6. Answers to every question must be provided at the designated place. Any reference to the Supporting Material must be pointed out with specific reference to the respective Supporting Material with specific Page Number, etc.
7. Answer to a question cannot be just a Reference to any Supporting Material. Just mentioning that “Refer to Supporting Material for the answer” is not sufficient and relevant.
8. **Support material:** - Support material may be derived from self-assessment of the organization’s activities. This information must be closely aligned with the Award assessment criteria. The criteria are carefully and deliberately phrased in non-prescriptive terms, to allow you the freedom to present self-assessment information, which is relevant to your specific situation.
9. Support Material is a document that adds value to the response, for help in assessment. Cross-referencing of the support material is necessary. Please ensure that the support material is properly numbered as Enclosure I, II/Supporting Document I, II/Attachment I, II/Appendix I, II, etc., and specify that reference number in your response.
10. The Application Fee should accompany the Application. The Application Fee is required to be paid on or before the due date of submission of application.
11. Please DO NOT attach the foregoing Award Scheme details with your completed application (Annexure 1, 2 & 3).
12. There is no WORD/PAGE LIMIT for compiling the Application, but providing precise information will be more effective.



**APPLICATION FORM – GPARM**

**Instructions:**

- 1. Annexure-1 MUST be TYPED in minimum font size of 10 pt.**
- 2. Annexure-1 MUST be duly SIGNED and officially STAMPED on each page of Annexure 1 only.**
- 3. In case, the Highest Ranking Official is not present to sign the document, any other Authorized Signatory may also sign on his/her behalf.**
- 4. Please mention the Payment Details under Point No. 9 of Annexure-1.**
- 5. In case, for any unavoidable reason, the payment is under processing, the applicant organization is required to take a prior EMAIL APPROVAL from GPA Secretariat regarding submission of application.**
- 6. In such cases, the applicant organization is required to mention under Payment Details that the "Payment is under process and Email Approval for submission of application has been obtained from the GPA Secretariat along with the Expected Timeline for the payment."**

1. Full name of Applicant Organization \_\_\_\_\_  
Address \_\_\_\_\_  
Website \_\_\_\_\_
2. Name of Contact Person (Mr./Ms.) \_\_\_\_\_ Designation \_\_\_\_\_  
Telephone (Office) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
E-mail \_\_\_\_\_  
Contact Address (if different from above) \_\_\_\_\_
3. Name of the Highest Ranking Official of the Organization (Mr./Ms.) \_\_\_\_\_  
Designation \_\_\_\_\_  
Telephone (Office) \_\_\_\_\_ (Mobile) \_\_\_\_\_  
E-mail \_\_\_\_\_  
Contact Address (if different from above) \_\_\_\_\_
4. Location of Principal Sites \_\_\_\_\_
5. Name of the Parent Organization, if any \_\_\_\_\_  
Address \_\_\_\_\_  
Telephone (Office) \_\_\_\_\_ E-mail \_\_\_\_\_
6. Industrial Sector the applicant organization falls under \_\_\_\_\_
7. Logo of the organization (Please attach a High Resolution Logo in JPEG Format separately) \_\_\_\_\_
8. Is the applicant organization listed in any stock exchange?  
Yes  No   
If yes, please give the Name(s) of Stock Exchange(s) \_\_\_\_\_

\_\_\_\_\_  
**Signature of Highest Ranking Official with  
Organizational Seal**

9. PLEASE MENTION THE PAYMENT DETAILS (paid by either of the following):

(In case, for any unavoidable reason, the payment is under processing, the applicant organization is required to take a prior EMAIL APPROVAL from GPA Secretariat regarding submission of application.

In such cases, the applicant organization is required to mention under Payment Details that the "Payment is under process and Email Approval for submission of application has been obtained from the GPA Secretariat along with the Expected Timeline for the payment."

(A) Cheque at Par or Demand Draft payable to Institute of Directors, New Delhi

Bank \_\_\_\_\_ Cheque/Draft No. \_\_\_\_\_ Dated \_\_\_\_\_

(B) Through Bank Transfer (UTR Number) \_\_\_\_\_

(C) Credit Card: Please log on to <https://goldenpeacockaward.com/> for online payment.

(D) GSTIN Number of your company (Also specify, if unregistered) \_\_\_\_\_

10. Declaration

I do hereby declare that

- (a) We shall fully abide by the rules and regulations of the **Golden Peacock Award for Risk Management** Scheme, and understand and accept that the decision of the Award Jury is final in all respects, and that no correspondence or appeal will be accepted on Jury's decision.
- (b) The organization has faced no Penal action during the last 2 years, nor any case is pending against it for any corporate or other statutory compliance failure.
- (c) The organization is eligible to take part in this competition, and all information and accompanying documents, are correct.

\_\_\_\_\_ **Date** \_\_\_\_\_

\_\_\_\_\_ **Signature of Highest Ranking Official of the**  
**Organization with Organizational Seal**

**Name: (Mr./Ms.)**

**Designation:**

**Email:**

(In case, the Highest Ranking Official is not present to sign the document, any other Authorized Signatory may also sign on his/her behalf.)

## **BUSINESS OVERVIEW**

(All Business Overview questions in Annexure-2 are to be answered sequentially and point-wise.)

### **Instructions:**

- 1. Supporting Materials are REQUIRED to be submitted Separately.**
  - 2. If Supporting Materials are available in form of Web Links or Image Links, they have to be submitted in the form of a Downloaded Copy.**
  - 3. Please Do Not provide Web Links as Supporting Material.**
  - 4. Please Do Not provide any Image Links as Supporting Material.**
  - 5. Indian applicants are required to give all the financial figures only in terms of Rs. (in Crore).**
  - 6. Overseas applicants may give financial figures in \$ Million.**
- 

### **Organizational Description**

- Full Name of Applicant Organization
- Location
- Brief Description of the Applicant Organization (in about 50 words)
- Ownership
- Year of Establishment (of the applicant unit and not of parent company)
- Organization's main products/services
- Annual Turnover – covering last 2 financial years
- Total Number of employees **(of the applicant unit and not of parent company)**
- Industrial Sector of the applicant organization
- Name of Parent Organization (if applicable)\*
- Is the organization listed in any stock exchange? If yes, please give the Name(s) of Stock Exchange(s).
- Stock Exchange:
  - Minimum & Maximum values, during last two financial years (year-wise).
  - Dividends during the last two financial years (year-wise).
- VISION, MISSION and VALUES of the organization.
- Have you adopted any International Integrated Reporting System (IIRS) in the organization? Attach a copy of your latest report. In case you are not following the IIRS then specify the reporting system you are following (Attach a copy).
- Indicate if the applicant is certified to ISO 9001 / ISO 14001 / ISO 45001 / OHSAS 18001 / SA 8000 / others. Attach a copy of the certificate(s).

*\* If the applicant is an independent self-accounting subsidiary or a unit of a larger company, a brief description should be given of the organizational relationship to the 'parent' organization. Briefly describe how the applicant's products and services relate to those of the parent and/or other units of the parent organization.*

## **GOLDEN PEACOCK AWARD FOR RISK MANAGEMENT SELF-APPRAISAL REPORT**

(All Self-Appraisal Report questions in Annexure-3 are to be answered sequentially and point-wise, even if some repetition is involved.)

### **Information to facilitate the compiling of the application:**

- i. The **performance data** should cover the **previous two (2) completed financial years**. Applicants are also required to enclose the relevant information / data / supporting documents, for assessment, wherever necessary.
- ii. The term '**stakeholder**' should be understood to include not only customers / clients and shareholders, but also suppliers, employees, community and the government, wherever appropriate.
- iii. This is a **common criteria** for applicants from all categories: business (all the sectors), government and non-government organizations. If any particular question is not applicable / relevant to your industry / organization, please answer it as "**Not Applicable**" (NA), and provide justification.

### **NOTE:**

- 1. Supporting Materials are REQUIRED to be submitted Separately.**
- 2. If Supporting Materials are available in the form of Web Links or Image Links, they have to be submitted in the form of a Downloaded Copy.**
- 3. Please Do Not provide Web Links as Supporting Material.**
- 4. Please Do Not provide any Image Links as Supporting Material.**

### **SECTION A - RISK MANAGEMENT POLICY & FRAMEWORK**

- A. 1 Does the organization have a 'documented' Risk Management Framework / Strategy and a 'Plan' approved by the Board? (Attach copies). How often are they updated?
- A. 2 How does the organisation ensure that its business planning process meets the 'Risk Level' objectives? Explain with details.
- A. 3 Does the organisation have a plan and process to address risks and opportunities, along with preventive actions? Provide Details.
- A. 4 Do job descriptions of key management executives include responsibilities towards risk management? Please explain the role of Board and Senior Management with respect to Risk Management oversight. Attach a copy of Risk Organization structure in this regard.
- A. 5 Specify the roles and responsibilities of each of the following constituents in the organizational risk set-up for the company, viz.
  - a) Board of Directors,
  - b) Risk Management Committee,
  - c) Operational Management, and
  - d) Chief Financial Officer.
- A. 6 Describe the process to identify, assess, evaluate, monitor and review risks.
- A. 7 Does the organization have any process to assess the effectiveness of the Risk Management Framework? How often the effectiveness of the Risk Management Processes are reviewed by the Risk Management Committee, and approved by the Board, and what is the impact?

## **SECTION B - RISK MANAGEMENT PROCESS**

- B. 1 Describe the process of implementing risk management policy and strategy in the organization. Explain with details.
- B. 2 What is the role of the Board of Directors in the risk management process?
- B. 3 Does the Board also consider risks relating to the achievement of key organizational goals and objectives? Explain with examples.
- B. 4 Describe the stages in the risk management process, with the lists of major activities at each stage.
- B. 5 Describe the process and periodicity of how risk evaluation is done, with actual data of the last financial year.
- B. 6 Is there a designated Risk Management Committee /nominee of the Board to oversee and guide the risk management initiatives in the organization? How does it monitor and verify outcomes?

## **SECTION C - RISK IDENTIFICATION**

- C. 1 Describe how risk-based ideology has been applied in the organization's quality management systems and management processes for implementation.
- C. 2
  - a) What are the identified current key Corporate Governance Risks, including
    - (i) Operational Risks,
    - (ii) Market Risks,
    - (iii) Occupational Health and Safety Risks and
    - (iv) Environmental Risks
  - b) Provide a list arranged in order of priority.
- C. 3 How are Reputational Risks being addressed?
- C. 4
  - a) What Fraud related Risks have been identified by the organization?
  - b) Describe the 'policy' and 'process' for enabling prevention, early detection and remediation of frauds.
- C. 5 Describe the process for identification of cyber risks. Indicate measures taken for control and mitigation of cyber risks and their impact.
- C. 6 Do the options to address risk include 'eliminating the source of risk, sharing risk or retaining risk' by informed decisions? Provide details.
- C. 7 How are the risks identified and updated during compliance reviews/audits?

## **SECTION D - RISK ASSESSMENT**

- D. 1
  - a) Does the organization have a defined procedure for risk assessment and control? (Attach a copy).
  - b) What is the frequency of review/updation of the procedure? If less than 4 times a year (quarterly), then give reasons for the same.
- D. 2 Please explain the process of risk prioritization based on assessed risk probability and impact.
- D. 3 Have Key Risk Indicators (KRIs) been defined for major risks/ risk areas? List of KRIs for significant risks to be attached.

## **SECTION E - TREATMENT OF RISK**

- E. 1 Have mitigation strategies been developed for addressing 'significant risks'? Give examples.
- E. 2 If mitigation strategies have been developed, have primary ownership and time lines been assigned for implementation? Explain with examples.
- E. 3 Have detailed action plans been identified for rolling out mitigation strategies? Provide details.
- E. 4 Is a Business Continuity Plan (BCP) in place for critical organizational functions/ processes? Give Details.

## **SECTION F - MONITORING AND REVIEW OF RISK**

- F. 1 Does the organization's risk process follow the steps described in ISO 31000? Provide details. If the organization follows some other system, then describe it.
- F. 2
  - a) Does the Internal Audit Function review risk management processes?
  - b) What is the frequency of such reviews?
  - c) Is the Risk Committee a recipient of these Internal Audit findings?
- F. 3 Does the Board regularly direct and ensure that its Audit Committee looks into the effectiveness of 'Risk Management Policy' and processes? Explain with examples.
- F. 4 How many times the risk register was updated in last two financial years?

## **SECTION G - TRAINING, COMMUNICATION/ REPORTING FOR RISK MANAGEMENT**

- G. 1
  - a) Does the Risk Manager (or equivalent) have access to the CEO, Board and Audit/Risk Committee?
  - b) Does he/she submit a periodic report on Risk Management to the Audit/Risk Committee/CEO/ Board?
- G. 2 Is there a reporting and communication checklist/guidelines, stating the risk level and action as well as level of involvement required for managing Low, Moderate, High and Critical risks? Attach a copy of the checklist/guidelines.
- G. 3 Is there an approved format/ template for reporting on risks? If yes, please provide a copy.

## **SECTION H - RISK MITIGATION**

- H. 1 What are the factors considered by the organization, while developing the strategy and the process to implement risk mitigation? Provide details.
- H. 2 Describe the tools and techniques used for risk mitigation.
- H. 3 Does the organization have a 'Whistle Blower Policy'? Describe the Policy. What protection is provided to the Whistle Blowers?
- H. 4 Does the organization have a Corporate Ombudsman for effective corporate governance and prevention of risks and frauds? Provide details.

## **SECTION I - CORPORATE GOVERNANCE**

- I. 1 Has 'Risk Management' been dealt with in the last Annual Report? Latest Annual and Sustainability Reports to be enclosed.
- I. 2 Does the Board of Directors have one or more members trained/qualified on Risk identification and assessment, and on evaluating the effectiveness of risk management system? If yes, give designations.
- I. 3 Has the Board and/ or the Risk Management Committee (or equivalent), made an attestation in the Annual Report during the last two financial years? Provide details.
- I. 4 Are any artificial intelligence based applications being used to identify, assess, monitor and mitigate risks? If yes, provide details.

### **NOTE:**

- 1. Supporting Materials are REQUIRED to be submitted Separately.**
- 2. If Supporting Materials are available in the form of Web Links or Image Links, they have to be submitted in the form of a Downloaded Copy.**
- 3. Please Do Not provide Web Links as Supporting Material.**
- 4. Please Do Not provide any Image Links as Supporting Material.**

**\*\*\*\*END\*\*\*\***