

**Annexure 1 - Schedule of Penal Charges**

Type	Penalty Amount/Rate																
<p>Delay or Default in Payment or where amount drawn beyond the Maximum Overdraft Limit and/or the Drawing Power.</p>	<p>All facilities except LCBD, Export Credit in INR/ Foreign Currency (FC), and Devolved Liabilities arising from Non Fund Based (NFB) facilities and all Other Foreign Currency Loans :- Amounts standing unpaid on respective due dates shall attract penal charge at 8.00% per annum (to be charged for actual no. of days) on overdue amount plus applicable taxes.</p>																
	<p>LC backed bill discounting (LCBD) facility: - Amounts unpaid on due date shall attract penal charge at 2.00% p.a. (to be charged for actual no. of days) on overdue amount plus applicable taxes.</p>																
	<p>Devolved Liabilities arising from Non Fund Based (NFB) facilities (viz. Letter of Credit &amp; Bank Guarantee):- The devolved liabilities shall carry Rate of Interest commensurate with the credit risk premium of the borrower as per Bank’s pricing guidelines.</p>																
	<p>All such amounts standing unpaid shall also attract penal charge at 8.00% per annum (to be charged for actual no. of days) on devolved liabilities from the date of devolvement till its regularization, plus applicable taxes.</p>																
<p>Delay/ Non-Creation of Security in favor of the Bank by the Borrower/Security Provider (* Refer Below)</p>	<p>The Bank shall levy Penal charges at INR 5.50 per day per lac of exposure (or a part thereof) + applicable taxes for any delay beyond the original due date (“ODD”) as per sanction terms upto 180 days from the ODD.</p> <p>Beyond 180 days delay, the Bank reserves the right to recall the facility (ies) or charge penal charges at INR 11.00 per day per lac of exposure (or a part thereof) + applicable taxes until the security is created to the satisfaction of the Bank.</p> <p>(The said penal charges shall be calculated on sum of limits of revolving lines and outstanding under non-revolving lines of both fund and non-fund based facilities to which the security extends.)</p>																
<p>Delay or Non-submission of Stock / Property insurance policy / audited financials / unaudited financials / networth statement / end use certificate / other documents.</p>	<p>Upto INR 1000.00 Lakhs exposure - INR 5000/- per month + applicable taxes Above INR 1000.00 Lakhs exposure - INR 10000/-per month + applicable taxes</p> <p>Timelines for submission:</p> <table border="1" data-bbox="512 1151 1530 1384"> <thead> <tr> <th data-bbox="512 1151 935 1180">Name of Documents</th> <th data-bbox="935 1151 1530 1180">Timeline for Submission</th> </tr> </thead> <tbody> <tr> <td data-bbox="512 1180 935 1209">Cover note</td> <td data-bbox="935 1180 1530 1209">Within 15 days from expiry of existing policy.</td> </tr> <tr> <td data-bbox="512 1209 935 1238">Renewed Insurance policy</td> <td data-bbox="935 1209 1530 1238">Within 30 days from expiry of existing policy.</td> </tr> <tr> <td data-bbox="512 1238 935 1267">Insurance for Takeover cases</td> <td data-bbox="935 1238 1530 1267">Within 45 days from the date of first disbursement</td> </tr> <tr> <td data-bbox="512 1267 935 1296">Unaudited Financials</td> <td data-bbox="935 1267 1530 1296">On or before 30th June every year.</td> </tr> <tr> <td data-bbox="512 1296 935 1326">Audited Financials</td> <td data-bbox="935 1296 1530 1326">On or before 31st October every year.</td> </tr> <tr> <td data-bbox="512 1326 935 1355">Networth Statements</td> <td data-bbox="935 1326 1530 1355">On or before 31st December every year.</td> </tr> <tr> <td data-bbox="512 1355 935 1384">End use Certificate</td> <td data-bbox="935 1355 1530 1384">On or before 31st May every year.</td> </tr> </tbody> </table> <p>Delay in submission of more than 60 days will result in reductions of limits at the absolute and sole discretion of the Bank.</p>	Name of Documents	Timeline for Submission	Cover note	Within 15 days from expiry of existing policy.	Renewed Insurance policy	Within 30 days from expiry of existing policy.	Insurance for Takeover cases	Within 45 days from the date of first disbursement	Unaudited Financials	On or before 30th June every year.	Audited Financials	On or before 31st October every year.	Networth Statements	On or before 31st December every year.	End use Certificate	On or before 31st May every year.
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<p>Delay in submission of Documents under deferral.</p>	<p>INR 2500/- per month + applicable taxes. The penalty would be applicable after 15 Days from the due date until receipt of the respective document to the satisfaction of the Bank.</p>																
<p>Delay in Stock Audit</p>	<p>INR 5000/- per month + applicable taxes. Penalty will be applicable after 60 days from the due date until receipt of the stock audit report to the satisfaction of the Bank.</p>																
<p>Delay in submission of Book Debt &amp; Stock Statement</p>	<p>INR 5000/- per month + applicable taxes. Penalty will be applicable if the statement is not submitted on due date until the receipt of the statement. If submission is not received 15 days beyond the submission due date, Bank may also drop the drawing power at its absolute and sole discretion.</p>																
<p>Charges for recovery of Provision on account of inadequate hedging where Unhedged Foreign Currency Exposure (UFCE) declaration / certificate is submitted within the stipulated timelines.</p>	<p>Self-Declaration - if not submitted within 2 months from the end of the applicable period - INR 125/- per quarter per lac + applicable taxes, on the Total Fund Based Outstanding exposure relevant for UFCE provision at the end of each quarter.</p> <p>Annual UFCE certificate from the Statutory Auditor if not submitted within 8 months from close of financial year- INR 500/- p.a. per lac + applicable taxes, on the Total Fund Based Outstanding exposure relevant for UFCE provision.</p> <p>Charges for recovery of Provision on account of inadequate hedging where UFCE declaration/certificate is submitted within the stipulated timelines</p>																

	Likely loss/ Earnings before interest and depreciation (EBID) ratio1.	Charges for recovery of provision (to be charged on Total Fund Based Outstanding relevant for UFCE provision).
	<= 15%	Nil
	> 15%<=30%	INR 50 per quarter per lac + applicable taxes
	>30%<=50%	INR 75 per quarter per lac + applicable taxes
	>50%<=75%	INR 100 per quarter per lac + applicable taxes
	>75%	INR 125 per quarter per lac + applicable taxes
	Note: - The said charges should not exceed INR 500 p.a. per lac on Fund Based O/s exposure in a financial year.	
Non-closure of account with other bank (unless specific permission is taken), wherever stipulated.	INR 5000/- per month + applicable taxes.	
Commitment Charges for non-utilization of limits	If average utilization of facility limits for a quarter is below 60% of sanctioned limits, Commitment charges of INR 5.50 per day per lac of unutilized limits (or a part thereof) + applicable taxes.	
Charges for Breach of Other Material Terms and Conditions.  (i.e. breach of any Event of Default conditions (“EOD”) as mentioned in any loan/facility agreement or Sanction Letter or any other agreement or breach of any Specific Conditions mentioned in the Sanction Letter) and not covered specifically in this Schedule.	INR 5.50 per day per lac of exposure (or a part thereof) + applicable taxes (to be calculated from the day of breach until complied).  In addition to these charges/levies, Bank also reserves the absolute right to recall the limits and demand repayment of all facilities from the borrower.	
Dishonor charges per Instance (Cheque / Standing Instructions / ECS / NACH) for loan repayment.	INR 750/- per instance.	

\*Delay/ Non-Creation of Security in favor of the Bank by the Borrower/Security Provider means:

- The term non-creation of security shall mean failure of the Borrower/Security Provider to create security in such form and manner as per the agreed terms mentioned in Sanction letter /Facility letters or Facility /Loan Agreements or any other document/instrument to secure the loan/financial facility availed from the Bank and shall also include Non-submission of NOC or Permission to Mortgage from any person/entity/ competent authority as prescribed by the Bank as well as Non-submission of Pari passu letters from other lenders.
- Please note that the above referred Schedule is not applicable for Rupee/Foreign Currency Pre-shipment and Post-shipment facilities (“Export Credit”), Other Foreign Currency Loans, Credit Cards, External Commercial Borrowings<sup>1</sup>, Trade Credits<sup>1</sup>, Structured Obligations<sup>1</sup>

**Notes:**

- In addition to these charges / levies, Bank also reserves the absolute right to withdraw the limits and demand repayment of the facilities from the borrower for any breach of any of the terms and conditions prescribed in the sanction letter or any loan / security document executed in favor of the Bank.
- For the sake of clarity, it is reiterated that the above list is only indicative in nature and should not be in any manner construed as an exhaustive list at any point of time.