



**THE KADAPA DISTRICT COOPERATIVE
CENTRAL BANK LTD. :: KADAPA**

R.S.ROAD, KADAPA-516001.

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Date: 20.05.2017

**NOTIFICATION FOR CO-OPTION OF ONE PROFESSIONAL DIRECTOR
SUBJECT EXPERT ON THE BOARD OF MANAGEMENT OF THE BANK**

As per the guidelines prescribed by RBI/NABARD on Fit & Proper Criteria for Directors of the District Coop. Bank Ltd., Kadapa as per the Bye-laws of the Bank, applications are invited for one Professional/ Subject Expert, as a Director on the Board of Management of the Bank, having a minimum of 5 years experience in any of the following fields.

- a. Accountancy (Qualified Chartered/ Cost Accountant)
- b. Agriculture (Agricultural Graduate/ Post Graduate/ Agricultural Engineer)
- c. Finance, Economics/ Commerce/ Business Administration (CFA/ Post graduate in Economics/ Commerce/ Finance/ Management/ MBA)
- d. Law (Law Graduate/ Post Graduate)

The Professional Director is expected to be a senior person with wide experience and expected to participate and guide the deliberations of the Board, this position is one akin to an independent Director.

OTHER TERMS & CONDITIONS:

- ✓ The position is an honorary one any form of regular or contractual appointment. The co-opted Director will be entitled to receive the applicable sitting fee (presently Rs.2000/-) plus travel and D.A. (for outstation members) for attending the Board Meeting as also any other meetings of any Committees constituted by the Board in which he is made a member.
- ✓ Any person who has a business relationship with the Bank, during the last 3 preceding years is not be eligible. A person having commercial dealings with the Bank (viz., contractor, professional like legal advisor, auditor etc.,) will be treated as having business relationship with the Bank. A person having deposits with/ borrowing from the bank will not be classified as having business relationship for the purpose.

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- ✓ The co-opted Director will undertake that he/she will not take up any professional work (statutory audit, concurrent audit legal relationship or empanelment as a lawyer etc.,) in the Bank his/ her term Director of the Bank and till two years after demitting office of the Director of that Bank.
- ✓ The terms of the co-opted Director is expected to be for around 2-3 years as may decided by the Board of Management of the Bank and per the guidelines prescribed by the RBI/ NABARD on Fit & Proper Criteria for Director of the District Cooperative Bank in tune with the Bye-laws of the Bank and other applicable provisions.
- ✓ A person on co-option as professional Director/ Subject Expert is requested to give a declaration as at Annexure, at the time of his/her appointment.
- ✓ The application in this regard giving the full details of background and experience of the applicant is to be made in the prescribed format (enclosed). The application may be sent to: The Chief Executive Officer [I/c], Kadapa DCCB, RS Road and Kadapa-516001 in a sealed cover super scribed as "Application for co-option of Professional Director". The same should reach the Bank on or before 5 PM on 20-06-2017.
- ✓ Self attested copies of relevant certificates in proof of educational qualification and experience have to be enclosed to the application.
- ✓ The Bank reserves the right to accept or reject any application or to stop the process without assigning reason at its discretion.



Chief Executive Officer [I/c]

**APPLICATION FOR CO-OPTION AS PROFESSIONAL
DIRECTOR/SUBJECT EXPERT IN THE BOARD OF MANAGEMENT
OF THE KADAPA DISTRICT COOP CENTRAL BANK LTD.**

AFFIX
PASSPORT SIZE
PHOTO WITH
SIGNATURE
ACROSS

| | | |
|----|--|--|
| 1 | Full Name in Block Letters | |
| 2 | Father's Name | |
| 3 | Date of Birth | |
| 4 | Educational Qualification (starting from graduation and above) | |
| 5 | Present position/ occupation | |
| 6 | Permanent Address | |
| 7 | E- Mail address & Phone numbers | |
| 8 | Present address | |
| 9 | Permanent Account number under the Income Tax Act and name and address of Income Tax Circle | |
| 10 | Details of relevant professional achievements , knowledge and experience (Please enclose separate sheet with full details) | |
| 11 | Any other information relevant for the purpose. | |

DECLARATION:

I confirm that the above information is to the best of my knowledge and belief true and complete. I undertake to abide to the rules regulations, Bye-Laws, NABARD/RBI guidelines in respect of Professional Directors/Subject Experts in case I am co-opted in the Board of Management of the Bank.

SIGNATURE

Place:

Date:

**DECLARATIONS PER THE R.B.I./NABARD GUIDELINES ON
FIT & PROPER CRITERIA FOR DIRECTORS**

| | | |
|-----------|---|--|
| I | Personal details : | |
| a | Full name | |
| b | Date of Birth | |
| c | Educational Qualification | |
| d | Relevant Background and Experience including details of current/previous occupation | |
| e | Permanent Address | |
| f | E- Mail address / Telephone number | |
| g | Present address | |
| h | Permanent Account number under the Income Tax Act and name and address of Income Tax Circle | |
| i | Record of relevant professional achievements | |
| j | Relevant knowledge and experience | |
| k | Any other information relevant for the purpose. | |
| II | Relevant relationships | |
| a | List of relatives if any who are connected with the bank | |
| b | List of entities if any in which he/she is considered as interested. | |
| c | Fund and non-fund facilities, if any, presently availed by him / her and/ or by entities listed in 'b' above from bank | |
| d | Cases, if any, where the candidate or entities listed in 'b' above are in default or have been in default in the last five years in respect of credit facilities obtained from the bank or any other bank. | |

| III - Proceedings, if any, against the Candidate | | |
|--|--|--|
| a | If the candidate is a member of a professional association/ body, details of disciplinary action, if any, pending or commenced or resulting in conviction in the past against him/her or whether he/she has been banned from entry into any profession/occupation at any time. | |
| b | Details of prosecution, if any, pending or commenced or resulting in conviction in the past against the candidate and / or against any of the entities listed in II (b) for violation of economic laws and regulations. | |
| c | Details of criminal prosecution, if any, pending or commenced or resulting in conviction in the last five years against the candidate. | |
| d | Has the candidate or any of the entities at II (b) above been subject to any investigation at the instance of Government department or agency? | |
| e | Has the candidate at any time been found guilty of violation of rules/ regulations/ legislative requirements by customs/ excise/ income tax/ foreign exchange/ other revenue authorities, if so give particulars | |
| IV | Any other explanation/ information considered relevant for judging fit and proper | |

UNDERTAKING:

I confirm that the above information is to the best of my knowledge and belief true and complete. I undertake to keep the Bank fully informed, as soon as possible, of all events, which take place subsequent to my appointment, which are relevant to the information provided above.

SIGNATURE

Place:

Date:

BIO-DATA

1. NAME :

2. DATE OF BIRTH :

3. QUALIFICATIONS :

4. WORK EXPERIENCE :

5. FAMILY :

6. NATIVE PLACE :

7. PERMANENT ADDRESS :

8. PRESENT ADDRESS :

Place:

Date:

Signature