



**ADVERTISEMENT FOR ENGAGEMENT OF CHIEF COMPLIANCE  
OFFICER (CCO)**

Manappuram Finance Ltd. is one of India's leading gold loan NBFCs. Promoted by Shri. V.P. Nandakumar.

Manappuram Finance Limited hereby invites applications for the position of Chief Compliance Officer (CCO) from eligible and suitable candidates fulfilling the requirement mentioned in the job description. Applicants are advised to submit the application form hosted on the Company's website at manappuram.com on or before 15<sup>th</sup> June 2022 mentioned after carefully going through all the instructions.

**Brief Description for Position of Chief Compliance Officer (CCO)**

The Chief Compliance Officer(CCO) will be a senior executive of the NBFC . He will be responsible for setting up the entire Compliance Framework of the Company. He need to take initiative for establishing standards and implementing procedures to ensure that the compliance programs of the company are effective and efficient in identifying, preventing, and correcting noncompliance with the applicable laws and regulations.

The CCO shall have direct reporting lines to the MD & CEO and / or Board / Board Committee

## **Compliance Function and Roles of Chief Compliance Officer**

- I. To assist the Board and the Senior Management in overseeing the implementation of Compliance Policy, including policies and procedures, prescriptions in Compliance Manuals, internal codes of conduct, etc.
- II. Play the central role in identifying the level of Compliance risk in the organization. The Compliance risks in existing / new products and processes shall be analysed and appropriate risk mitigants put in place. The Chief Compliance Officer (CCO) will be a member of the 'new product' committee/s. All new products shall be subjected to intensive monitoring for at least the first six months of introduction to ensure that the indicative parameters of Compliance risk are adequately monitored.
- III. Compliance Function shall monitor and test Compliance by performing sufficient and representative Compliance testing, and the results of such Compliance testing shall be reported to the Senior Management. It shall periodically circulate the instances of compliance failures among staff, along with the required preventive instructions. Staff accountability shall be examined for major Compliance failures.
- IV. Ensure compliance of regulatory/ supervisory directions given by RBI in both letter and spirit in a time-bound and sustainable manner. RBI will continue to expect an effective Compliance Program where all Risk Mitigation Plan (RMP) / Monitorable Action Plan (MAP) points are complied with within the timelines prescribed. Unsatisfactory compliance with RMP/MAP may invite penal action from RBI.
- V. To attend the compliance with directions from other regulators in cases where the activities of the entity are not limited to the regulation/supervision of RBI. Further, discomfort conveyed to the Company on any issue by other regulators, and action taken by any other authorities / law enforcement agencies, shall be brought to the notice of RBI.
- VI. To serve as a reference point for the staff from operational departments for seeking clarifications / interpretation of various regulatory and statutory guidelines.
- VII. Should be the nodal point of contact between the NBFC and the regulators / supervisors and shall necessarily be a participant in the structured or other regular

discussions held with RBI. Further, compliance to RBI inspection reports shall be communicated to RBI necessarily through the office of the Compliance Function.

- VIII. To report periodically on the compliance failures or breaches to the board/ Audit Committee of the Board and circulating to the concerned functional heads
- IX. Ensure effective assessment of control design and maintenance of compliance framework, training on the regulatory and conduct risks and effective communication of compliance expectations.
- X. Should have a good understanding of the industry and risk management practices, knowledge of regulations, legal requirements, and have sensitivity to Supervisory expectations
- XI. Should have the ability to exercise judgment independently. She / He shall have the freedom and authority to interact with regulators / supervisors directly and ensure compliance.
- XII. Ability to escalate, if warranted, any unethical behaviour of any staff in the conduct of business in the event they are not resolved within the internal disciplinary processes
- XIII. Should have a clean track record and unquestionable integrity
- XIV. Brings a personality that minimizes conflict and drives positive discussions, collaborates effectively and is inclusive of disparate opinions

### **Key Skills Required**

- a) Hands on knowledge in Regulatory Frameworks of NBFCs ie RBI Regulations, Company law, Employment laws, Tax laws etc and ensure the compliance in true letter and spirit..
- b) Should possess the ability to handle complex regulatory relationships.
- c) Excellent oral and written communication skills.
- d) Leadership skills with ability to build, train, mentor & retain teams.
- e) Strong statistical, analytical, dispute resolution and interpretation skills.
- f) Strong influencing & relationship management skills with respect to regulators, legislators, internal & external stakeholders.

- g) Brings a personality that minimizes conflict and drives positive discussions, collaborates effectively and is inclusive of disparate opinions.
- h) High ethical standards, possess credibility and commitment to best practices in conduct.
- i) Ability to make independent decisions with a strong sense of empowerment and leadership skills to command the respect of cross functional set of professionals and senior level (internal and external) working in open ended situations
- j) Communication skills: Ability to effectively present/put across views. Interpretations, to interact with top management including Board/committees
- k) Ability to influence decisions with internal stake holders with substantiating reasons
- l) Ethical standards: Must have high ethical standards, possess credibility and commitment to best practices in conduct
- m) Demonstrated track record as Head of Compliance in a large NBFC likely to be a UL NBFC or as head of Compliance or deputy in a large /medium scheduled commercial bank of standing

**Eligibility Criteria and Terms/conditions of Engagement**

1	Skills	The CCO shall have a good understanding of the industry and risk management practices, knowledge of regulations, legal requirements, and have sensitivity to Supervisory expectations;
2	Experience	The person must have an overall experience not less than 7 to 10 years in Regulatory Compliance
3	Qualification	Academic Qualification:  Bachelor's degree from a reputed University/

		<p>Institution/ Board recognized by the Government of India/ International University of repute (or) approved by a Government Regulatory Body.</p> <p>Additional Qualification preferred :</p> <p><input type="checkbox"/> CA/CS/CMA/LLB/MBA Finance/Post Graduate degree or equivalent</p>
4	Tenure	Contract for a period of 3 years
5	Remuneration/Benefits	Based on Company Policy

**How to apply**

Applicants may send in their profiles along with duly filled in Annexure 1 to bevin.mathews@manappuram.com on or before 15<sup>th</sup> June, 2022.

The application must have the latest passport size photograph affixed and duly signed across. Application must be complete in all respects. Incomplete and illegible applications will be rejected. candidates already in the service of the Company meeting the requirements are also encouraged to apply.

