

POLICY FOR HIRING AND TRAINING OF EMPLOYEES

The Company has adequate screening procedures in place to ensure high standards when hiring employees. It identifies the key positions within the organization structures having Regards to the Risk of Money Laundering and terrorist financing and the size of their business and ensure the employees taking up such key positions are suitable and competent to perform their duties.

The Company has an ongoing employee training program so that the members of the staff are adequately trained in AML and CFT procedures and amendments are thereof. These Training are totally focused for frontline staff, back office staff, compliance staff, risk management staff and staff dealing with new clients. It is crucial that all those concerned fully understand the rationale behind these directives, obligations and requirements, implement them consistently and are sensitive to the risks of their systems being misused by unscrupulous elements. All the staff members are also being circulated all the Regulatory Circulars including that of latest up dations on PMLA Policies.

This policy would be reviewed as and when required by the statute and on regular basis by the Principal Officer.

This policy is approved by the board of Directors on 24/04/2019.