RI TRANSPARENCY REPORT

2013/14

Grassroots Capital Partners Ltd
About this report

The PRI Reporting Framework is a key step in the journey towards building a common language and industry standard for reporting responsible investment (RI) activities. This RI Transparency Report is one of the key outputs of this Framework. Its primary objective is to enable signatory transparency on RI activities and facilitate dialogue between investors and their clients, beneficiaries and other stakeholders. A copy of this report will be publicly disclosed for all reporting signatories on the PRI website, ensuring accountability of the PRI Initiative and its signatories.

This report is an export of the individual Signatory organisation’s response to the PRI during the 2013-14 reporting cycle. It includes their responses to mandatory indicators, as well as responses to voluntary indicators the signatory has agreed to make public. The information is presented exactly as it was reported. Where an indicator offers a response option that is multiple-choice, all options that were available to the signatory to select are presented in this report. Presenting the information exactly as reported is a result of signatory feedback which suggested the PRI not summarise the information. As a result, the reports can be extensive. However, to help easily locate information, there is a Principles index which highlights where the information can be found and summarises the indicators that signatories complete and disclose.

Understanding the Principles Index

The Principles Index summarises the response status for the individual indicators and modules and shows how these relate to the six Principles for Responsible Investment. It can be used by stakeholders as an ‘at-a-glance’ summary of reported information and to identify particular themes or areas of interest.

Indicators can refer to one or more Principles. Some indicators are not specific to any Principle. These are highlighted in the ‘General’ column. When multiple Principles are covered across numerous indicators, in order to avoid repetition, only the main Principle covered is highlighted. This results in some Principles not being explicitly highlighted. For instance, Principle 1 and 2 cannot be implemented without implementing Principle 3, but there are cases when Principle 3 is not explicitly highlighted.

All indicators within a module are presented below. The status of indicators is shown with the following symbols:

<table>
<thead>
<tr>
<th>Symbol</th>
<th>Status</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑</td>
<td>The signatory has completed all mandatory parts of this indicator</td>
</tr>
<tr>
<td>☐</td>
<td>The signatory has completed some parts of this indicator</td>
</tr>
<tr>
<td>☐</td>
<td>This indicator was not relevant for this signatory</td>
</tr>
<tr>
<td>-</td>
<td>The signatory did not complete any part of this indicator</td>
</tr>
<tr>
<td>⚖️</td>
<td>The signatory has flagged this indicator for internal review</td>
</tr>
</tbody>
</table>

Within the table, indicators marked in blue are mandatory to complete. Indicators marked in grey are voluntary to complete.

PRI disclaimer

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## Principles Index

<table>
<thead>
<tr>
<th>Organisational Overview</th>
<th>Principle</th>
<th>General</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Indicator</strong></td>
<td><strong>Short description</strong></td>
<td><strong>Status</strong></td>
</tr>
<tr>
<td>OO 01</td>
<td>Signatory category and services</td>
<td>✓</td>
</tr>
<tr>
<td>OO 02</td>
<td>Headquarters and operational countries</td>
<td>✓</td>
</tr>
<tr>
<td>OO 03</td>
<td>Subsidiaries that are separate PRI signatories</td>
<td>✓</td>
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<tr>
<td>OO 04</td>
<td>Reporting year and AUM</td>
<td>✓</td>
</tr>
<tr>
<td>OO 05</td>
<td>Breakdown of AUM by asset class</td>
<td>✓</td>
</tr>
<tr>
<td>OO 06</td>
<td>How would you like to disclose your asset class mix</td>
<td>✓</td>
</tr>
<tr>
<td>OO 07</td>
<td>Segregated mandates or pooled funds</td>
<td></td>
</tr>
<tr>
<td>OO 08</td>
<td>Breakdown of AUM by market</td>
<td>✓</td>
</tr>
<tr>
<td>OO 09</td>
<td>Additional information about organisation</td>
<td>✓</td>
</tr>
<tr>
<td>OO 10</td>
<td>RI activities for listed equities</td>
<td></td>
</tr>
<tr>
<td>OO 11</td>
<td>RI activities in other asset classes</td>
<td>✓</td>
</tr>
<tr>
<td>OO 12</td>
<td>Modules and sections required to complete</td>
<td>✓</td>
</tr>
<tr>
<td>Indicator</td>
<td>Short description</td>
<td>Status</td>
</tr>
<tr>
<td>-----------</td>
<td>-------------------</td>
<td>--------</td>
</tr>
<tr>
<td>IFD 01</td>
<td>Mission and investment objective</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 02</td>
<td>Governance, management structures and processes</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 03</td>
<td>Social targets</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 04</td>
<td>Percentage in equity, debt and guarantees</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 05</td>
<td>Percentage in microfinance and/or SME finance</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 06</td>
<td>Geographical spread of microfinance investments</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 07</td>
<td>Tracking microfinance investees portfolio</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 08</td>
<td>Support financial services beyond credit, compulsory savings and/or compulsory insurance</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 09</td>
<td>Support the introduction of services tailored to the ‘poor’, ‘very poor’ and ‘low income’</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 10</td>
<td>Technical assistance to investees</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 11</td>
<td>Public endorsement of the Client Protection Principles</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 12</td>
<td>Provide training and assistance for investees implementing the Client Protection Principles</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 13</td>
<td>Include the Client Protection Principles in investment policies</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 14</td>
<td>Investment in local currency</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 15</td>
<td>Average maturity of debt investments</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 16</td>
<td>Average holding period of equity investments</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 17</td>
<td>Terms and conditions</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 18</td>
<td>Tools for social performance reporting</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 19</td>
<td>Retail institutions have independent financial/social rating and/or social audit</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 20</td>
<td>Due diligence on and monitoring and reporting of corporate governance among investees</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 21</td>
<td>Training or assistance for investees on corporate governance</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 22</td>
<td>Percentage of investees where board seats are held</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 23</td>
<td>Procedure to integrate environmental issues in investment decision processes</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 24</td>
<td>Anti-corruption and whistle-blowing policies</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 25</td>
<td>How mission and investment objectives are communicated to stakeholders</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 26</td>
<td>Investors and/or the public provided with information aligned with industry standards</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 27</td>
<td>Transparency of pricing, terms and conditions among investees</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 28</td>
<td>How social performance of investees affects decision making and portfolio management</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 29</td>
<td>Staff incentives linked to social performance measures</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 30</td>
<td>Collecting data regarding social outcomes of investees work</td>
<td>✅</td>
</tr>
<tr>
<td>IFD 31</td>
<td>Incentivise investees to track social performance</td>
<td>✔</td>
</tr>
<tr>
<td>------</td>
<td>-------------------------------------------------</td>
<td>---</td>
</tr>
<tr>
<td>IFD 32</td>
<td>Collaborative initiatives your organisation has supported or participated in</td>
<td>✔</td>
</tr>
<tr>
<td>IFD 33</td>
<td>Encouraging investees to participate in collaborative initiatives</td>
<td>✔</td>
</tr>
<tr>
<td>IFD 34</td>
<td>Encouraging your investees to participate in initiatives which contribute to the development of industry benchmarks</td>
<td>✔</td>
</tr>
</tbody>
</table>
Grassroots Capital Partners Ltd

Reported Information

Public version

Organisational Overview

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## Basic Information

### OO 01 Mandatory Gateway/Peering General

#### OO 01.1 Select the services you offer.

- ☑ Fund management

#### % of assets under management (AUM) in ranges

- ☐ <10%
- ☐ 10-50%
- ☑ >50%

- ☐ Fund of funds, manager of managers, sub-advised products
- ☐ Other, specify
- ☐ Execution and advisory only services

### OO 02 Mandatory Peering General

#### OO 02.1 Select the location of your organisation’s headquarters.

Cayman Islands

#### OO 02.2 Indicate the number of countries in which you have offices (including your headquarters).

- ☑ 1
- ☑ 2-5
- ☐ 6-10
- ☐ >10

#### OO 02.3 Indicate the approximate number of staff in your organisation in full-time equivalents (FTE).

- FTE
- 11

### OO 03 Mandatory Descriptive General

#### OO 03.1 Indicate whether you have subsidiaries within your organisation that are also PRI signatories in their own right.

- ☐ Yes
- ☑ No

### OO 04 Mandatory Gateway/Peering General
OO 04.1 Indicate the year end date for your reporting year.

31/12/2013

OO 04.2 Indicate your total AUM at the end of your reporting year.

<table>
<thead>
<tr>
<th>trillions</th>
<th>billions</th>
<th>millions</th>
<th>thousands</th>
<th>hundreds</th>
</tr>
</thead>
<tbody>
<tr>
<td>Total AUM</td>
<td></td>
<td>96</td>
<td>000</td>
<td>000</td>
</tr>
<tr>
<td>Currency</td>
<td>USD</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Assets in USD</td>
<td></td>
<td>96</td>
<td>000</td>
<td>000</td>
</tr>
</tbody>
</table>

OO 04.3 Indicate the level of detail you would like to provide about your asset class mix.

- Approximate percentage breakdown to the nearest 5% (e.g. 45%)
- Broad ranges breakdown (i.e. <10%; 10-50%; >50%)

OO 06 Mandatory | Descriptive | General

OO 06.1 To contextualise your responses to the public, indicate how you would like to disclose your asset class mix.

- Publish our asset class mix as broad ranges

<table>
<thead>
<tr>
<th>Asset Class</th>
<th>Internally managed (%)</th>
<th>Externally managed (%)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Listed equity</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fixed income – corporate</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fixed income – government</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Fixed income – other</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Private debt</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Private equity</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Property</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Infrastructure</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Commodities</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Hedge funds</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Forestry</td>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>
100% of assets are invested in inclusive finance, which includes investments in intermediaries supporting microfinance, SME, affordable housing, and sustainable agriculture. These investments are made via private debt or equity instruments.

**Gateway asset class implementation indicators**

**OO 11**  
Indicate if in the reporting year you incorporated ESG issues into your investment decisions and/or your active ownership practices in the following internally managed asset classes.

- Inclusive finance
- None of the above

**OO 12**  
The modules and sections that you will be required to complete are listed below. They are based on the percentages provided in your AUM breakdown and your responses to the gateway indicators. Note, you are only required to report on asset classes that represent 10% or more of your AUM. You may report voluntarily on any applicable modules or sections by selecting them from the list. Direct - Fixed Income and Infrastructure are always voluntary.

**Core modules**

- Organisational Overview
- Overarching Approach (including assets which do not have a separate module)

**RI implementation directly or via service providers**
<table>
<thead>
<tr>
<th>Direct - Other asset classes with dedicated modules</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ Inclusive Finance</td>
</tr>
<tr>
<td><strong>Closing module</strong></td>
</tr>
<tr>
<td>☑ Closing module</td>
</tr>
</tbody>
</table>

**Note:** Please make sure your response to this indicator is complete and confirmed before you progress. Your response will determine which tailored modules and sections you will be presented with.
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Reported Information

Public version

Direct - Inclusive Finance

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### PIIF Principle 1: Range of services

<table>
<thead>
<tr>
<th>IFD 07</th>
<th>Mandatory</th>
<th>Core Assessed</th>
<th>PIIF 1</th>
</tr>
</thead>
</table>

**Possible action:**

*Develop and extend the range of financial services available to low-income populations. Extensions could include savings, loans, insurance, payment services, remittance facilities and pension plans.*

<table>
<thead>
<tr>
<th>IFD 07.1</th>
<th>Indicate if you track the percentage of your microfinance investees’ portfolio that is in microenterprise loans.</th>
</tr>
</thead>
</table>

- ☑ Yes, we track

If you aggregate this information at an organisational level, indicate the percentage of your portfolio in microenterprise loans. [Optional]:

- ☐ <20%
- ☑ 20-40%
- ☐ 41-60%
- ☒ 61-80%
- ☐ >80%

- ☒ No, we do not track
- ☐ Not applicable (there are no microenterprise loans in the portfolio)

<table>
<thead>
<tr>
<th>IFD 07.2</th>
<th>Indicate if you track the percentage of your microfinance investees’ portfolio that is in loans for immediate household needs (i.e. consumer loans).</th>
</tr>
</thead>
</table>

- ☑ Yes, we track

If you aggregate this information at an organisational level, indicate the percentage of your portfolio in loans for immediate household needs. [Optional]:

- ☒ <20%
- ☑ 20-40%
- ☐ 41-60%
- ☒ 61-80%
- ☐ >80%

- ☒ No, we do not track
- ☐ Not applicable (there are no loans for immediate household needs in the portfolio)

<table>
<thead>
<tr>
<th>IFD 07.3</th>
<th>Indicate if you track the percentage of your investees’ portfolio in housing loans.</th>
</tr>
</thead>
</table>

- ☑ Yes, we track
If you aggregate this information at an organisational level, indicate the percentage of your portfolio in loans for other categories. [Optional]

☐ <20%
☐ 20-40%
☐ 41-60%
☐ 61-80%
☐ >80%

☐ No, we do not track
☐ Not applicable (there are no loans for housing in the portfolio)

<table>
<thead>
<tr>
<th>IFD 08</th>
<th>Mandatory</th>
<th>Core Assessed</th>
<th>PIIF 1</th>
</tr>
</thead>
<tbody>
<tr>
<td>IFD 08.1</td>
<td>In your microfinance portfolio, indicate if you support the provision of financial services beyond credit, compulsory savings and/or compulsory insurance.</td>
<td>☑ Yes</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IFD 08.2</th>
<th>Indicate which of the following services you support:</th>
</tr>
</thead>
<tbody>
<tr>
<td>☑ Voluntary savings products</td>
<td></td>
</tr>
</tbody>
</table>

Provide examples of how and what you support.

Our choice of portfolio companies reflects our support of savings products. We invest in institutions that provide these products or are looking to transform into regulated entities that are able to accept deposits. Furthermore, we provide support through our active board involvement and can provide technical assistance as appropriate. In the Indian context, where it is difficult for MFIs to offer savings, we invest those companies that are developing savings linkages.

Indicate if you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service. [Optional]

☑ Yes

If you aggregate this information at an organisational level, indicate the percentage of microfinance providers in the MIV or organisational direct portfolio offering such products.

☐ <20%
☐ 20-40%
☐ 41-60%
☐ 61-80%
☐ >80%

☐ No
☑ Voluntary insurance products
Our choice of portfolio companies reflects our support of savings products. We invest in institutions that provide these products or are looking to develop these products. Furthermore, we provide support through our active board involvement and can provide technical assistance as appropriate.

Indicate if you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service.

☐ Yes

If you aggregate this information at an organisational level, indicate the percentage of microfinance providers in the MiV or organisational direct portfolio offering such products.

☐ <20%
☐ 20-40%
☐ 41-60%
☐ 61-80%
☐ >80%

☐ No
☐ Other financial services, specify

Remittances

Provide examples of how and what you support.

We support companies that provide remittances through our investments as well as active board engagement.

Indicate if you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service.

☐ Yes
If you aggregate this information at an organisational level, indicate the percentage of microfinance providers in the MIV or organisational direct portfolio offering such products.

- <20%
- 20-40%
- □ 41-60%
- □ 61-80%
- □ >80%

- □ No
- ☑ Non-financial services, specify
  Skills development, education, health, other

Provide examples of how and what you support.

We support companies that provide financial literacy education, enterprise skills development, business development services, job placement services, basic medical services, health education, and other social development programs through our investments as well as active board engagement.

Indicate if you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service.

- ☑ Yes

If you aggregate this information at an organisational level, indicate the percentage of microfinance providers in the MIV or organisational direct portfolio offering such products.

- <20%
- □ 20-40%
- □ 41-60%
- □ 61-80%
- □ >80%

- □ No

PIIF Principle 2: Client protection

<table>
<thead>
<tr>
<th>IFD 11</th>
<th>Mandatory</th>
<th>Core Assessed</th>
<th>PIIF 2</th>
</tr>
</thead>
</table>

Possible action:

Publicly endorse the Client Protection Principles (CPP).
IFD 11.1  Indicate if you have publicly endorsed the Client Protection Principles.

- Yes
- No

IFD 11.2  Additional information. [Optional]

All the MFIs in India and all but one of the MFIs in Latin America have endorsed the CPPs. Additionally, 4 MFIs in India have been assessed by the Smart Campaign, and 2 of these were certified in 2013, recognizing the institutions’ high standards of care in providing financial services to microfinance clients.

IFD 13  Mandatory  Core Assessed  PIIF 2

IFD 13.1  Indicate if you include the Client Protection Principles and/or other client protection measures in your investment policies.

- Yes

IFD 13.2  Indicate if this is systematically applied.

- During due diligence
  - Yes
  - No

- In covenants in loan agreements and/or in financing or shareholder agreements
  - Yes
  - No

IFD 13.3  Indicate if you encourage investees to apply for Client Protection Certification. [Optional]

- Yes
- No
We have incorporated key aspects of the Client Protection Principles into the due diligence process. We also include client protection issues in term sheets, shareholder agreements and other investment documentation to ensure there is a mutual understanding prior to investment. To date we haven't required Smart Campaign Assessments or Certifications, however a number of our investees have been participated in pilot assessments, and 2 were recently certified. We are evaluating whether to encourage assessments/ certifications on a case-by-case basis.

**PIIF Principle 3: Fair treatment**

**IFD 14**

**Mandatory**

Possible action:

*Provide financing in an appropriate currency and tenor.*

**IFD 14.1**

In relation to your direct portfolio in debt, indicate if you provide investment in local currency.

- Yes

**IFD 14.2**

Indicate what percentage of your direct portfolio in debt is invested in the investee’s local currency.

- <20%
- 20-40%
- 41-60%
- 61-80%
- >80%

**IFD 15**

**Mandatory**

Possible action:

*Provide financing in an appropriate currency and tenor.*

*Actively support the building of a diversified funding base.*

**IFD 15.1**

In relation to your direct portfolio in debt, indicate what percentage have a maturity (from the point of investment) of the specified duration:

- 12 months or fewer
- 13 to 24 months
**IFD 15.2** Indicate if you have a set limit regarding the maximum fixed income investment exposure of the investees in which you invest. [Optional]

- Yes
- No

**IFD 16** Mandatory

**Possible action:**

*Provide financing in an appropriate currency and tenor.*

*Actively support the building of a diversified funding base.*

**IFD 16.1** In relation to your direct portfolio in equity (as reported in IFD 04), indicate the average holding period of an equity investment.

- 12 months or fewer
- 13 to 24 months
- 25 to 60 months
- Over 60 months

**IFD 16.2** Indicate if you have specific policies or procedures in relation to responsible approaches to exit.

- Yes
- No

**IFD 16.4** Indicate if you have specific policies or procedures on Return on Equity (ROE) targets or caps in relation to your equity investments.

- Yes
- No
IFD 16.6 Indicate your Return on Equity (ROE) targets, specifying different targets for different funds if applicable. [Optional]

Our current funds do not have specific ROE targets, but we are developing a new fund that is contemplating a target range of 5-20%.

IFD 16.7 Indicate if you have a set limit regarding the maximum equity investment exposure of the investees in which you invest.

- Yes
- No

IFD 16.8 Additional information. [Optional]

We generally do not exceed 49% of an investee's capital.

IFD 17 Mandatory Core Assessed PIIF 3

Possible action:

Negotiate terms and conditions that are transparent, fair and reasonable, including fair break-up clauses.

IFD 17.1 Indicate if you adopt the following practices:

- For fixed income investments: Use the Lenders' Guidelines for Setting Covenants in Support of Responsible Microfinance as an example or reference document.

  Indicate if these practices are formalised in written policies and procedures.

- Yes
- No

- Ensure that the investee understands the terms, covenants and their implications prior to signing loan / shareholder documentation.

  Describe your process.

  We discuss terms during trips prior to investment to ensure there is a mutual understanding.

  Indicate if these practices are formalised in written policies and procedures.

- Yes
- No

- Foster trust and proactive dialogue with investees through straightforward discussions on issues such as a covenant breach.
Describe your process.

Covenants are explained prior to investment to ensure there is a mutual understanding.

Indicate if these practices are formalised in written policies and procedures.

- Yes
- No

☑ In the case of material covenant breach, create/participate in a voluntary workout group where applicable, with the goal to help the investee remain a going concern whenever possible.

Indicate if these practices are formalised in written policies and procedures.

- Yes
- No

☑ For fixed income investments: Train your staff on effective monitoring and covenant waiver negotiations to manage deteriorating conditions, and transition a non-performing loan from loan origination staff to specialised workout staff.

Indicate if these practices are formalised in written policies and procedures.

- Yes
- No

☑ Encourage investee skills-building on financial projections, scenario planning and stress-testing for management, and on financial expertise and governance for Directors.

Indicate if these practices are formalised in written policies and procedures.

- Yes
- No

☐ Other (explain)
☐ None of the above

PIIF Principle 4: Responsible investment

Possible action:

*Negotiate terms and conditions that are transparent, fair and reasonable, including fair break-up clauses.*

IFD 18.1 Indicate if you use the following tools for social performance reporting:

Externally developed tools
### During due diligence.
- ☑ Yes
- ☐ No
- ☐ We don’t track social performance

### For monitoring and reporting purposes.
- ☑ Yes
- ☐ No
- ☐ We don’t track social performance

### Describe the approaches used and frequency of use.

We use the Smart Campaign’s self-evaluation of client protection principles in our due diligence, and we also use the GIIRS assessment. All the MFIs in the Indian equity portfolio in India and all but one MFI in Latin America report to the Mix Market. All the companies in the Indian equity portfolio have participated in GIIRS.

---

**In-house tools based on externally developed tools**

### During due diligence.
- ☑ Yes
- ☐ No
- ☐ We don’t track social performance

### For monitoring and reporting purposes.
- ☑ Yes
- ☐ No
- ☐ We don’t track social performance
Describe the approaches used and frequency of use.

Our due diligence, monitoring and reporting tools are based on industry efforts such as the Smart Campaign’s indicators, the indicators for the SPTF Universal Standards for Social Performance Management, and the GIIRS assessment. We have merged the indicators into our own tools and supplemented with additional questions as appropriate for the country context and each institution’s business model and operations. Our quarterly reporting templates have been developed in consultation with the social performance indicators promoted by the Mix Market and Social Performance Task Force. For other sectors, we look to IRIS indicators and other standards appropriate for the industry.

Tools developed solely in-house

<table>
<thead>
<tr>
<th>During due diligence.</th>
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</thead>
<tbody>
<tr>
<td>○ Yes</td>
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<tr>
<td>○ No</td>
</tr>
<tr>
<td>○ We don’t track social performance</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>For monitoring and reporting purposes.</th>
</tr>
</thead>
<tbody>
<tr>
<td>○ Yes</td>
</tr>
<tr>
<td>○ No</td>
</tr>
<tr>
<td>○ We don’t track social performance</td>
</tr>
</tbody>
</table>

Describe the approaches used and frequency of use.

We believe that establishing a common language and standardized monitoring and reporting framework for social and environmental performance will contribute to a more efficient and scalable industry as well as reduce the reporting burden for our investees. To that end, we attempt to use industry tools where available. For sectors other than microfinance where there are fewer tools available, we develop our own using guidance from industry experts.

<table>
<thead>
<tr>
<th>IFD 19</th>
<th>Mandatory</th>
<th>Descriptive</th>
<th>PIIF 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>IFD 19.1部位</td>
<td>Indicate if you require the retail institutions in which you invest to have an independent financial rating.</td>
<td></td>
<td></td>
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<tr>
<td>○ Always</td>
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<tr>
<td>○ In a majority of cases</td>
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<td>○ In a minority of cases</td>
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<td>○ No</td>
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</tbody>
</table>

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**IFD 19.2** Indicate if you require the retail institutions in which you invest to have an independent social rating.

- Always
- In a majority of cases
- In a minority of cases
- No

**IFD 19.3** Indicate if you require the retail institutions in which you invest to have an independent social audit.

- Yes
- No

**IFD 19.4** Additional information. [Optional]

We generally don't require our portfolio companies to have ratings, audits or certifications, although we encourage at least an assessment and we have staff trained to assist them and all of our equity investees in India are GIIRS rated. Additionally, we commissioned two external social assessments through MCRIL, a microfinance ratings agency based in India, of our India portfolio in 2008/2009 and 2009/2010. These included assessments of clients' poverty levels, client satisfaction, and the MFIs' client protection practices.

**IFD 20** Mandatory

**Core Assessed**

**PIIF 4**

**Possible action:**

Assist in developing appropriate references for corporate governance issues.

**IFD 20.1** In relation to your due diligence on and monitoring and reporting of corporate governance among investees, indicate if you assess:

**Compensation of the Board of Directors and Executive Directors (i.e. its transparency, the use of benchmarking)**

**Pre-investment**

- Yes
- No
- Not for all of our investments in inclusive finance

**Post-investment**

- Yes
- No
- Not for all of our investments in inclusive finance
As members of the board of directors of our investments, we review compensation before becoming members and any changes as reports are available.

### Composition of the Board (i.e. breadth and depth of experience, effective client representation, diversity)

<table>
<thead>
<tr>
<th></th>
<th>Pre-investment</th>
<th>Post-investment</th>
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<tbody>
<tr>
<td></td>
<td>☑ Yes</td>
<td>☑ Yes</td>
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<tr>
<td></td>
<td>☐ No</td>
<td>☐ No</td>
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<tr>
<td></td>
<td>☐ Not for all of our investments in inclusive finance</td>
<td>☐ Not for all of our investments in inclusive finance</td>
</tr>
</tbody>
</table>

We review board composition, experience in the company's core businesses, balancing social and financial priorities, etc. as part of our due diligence. We re-evaluate this as part of our regular review of the investment's performance.

Whether the Board receives social performance management-related information from the management team that is analysed and contributes to Board decision making.

<table>
<thead>
<tr>
<th></th>
<th>Pre-investment</th>
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<tbody>
<tr>
<td></td>
<td>☑ Yes</td>
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<td></td>
<td>☐ No</td>
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<tr>
<td></td>
<td>☐ Not for all of our investments in inclusive finance</td>
</tr>
</tbody>
</table>
Post-investment

☐ Yes
☐ No
☐ Not for all of our investments in inclusive finance

Describe what you look at and, if post-investment, the frequency of assessment. [Optional]

We review board reports and look at the quality of data that management provides as well as the quality of discussions at the board level. We evaluate this on an ongoing basis as board members.

<table>
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<tr>
<th>IFD 23</th>
<th>Mandatory</th>
<th>Descriptive</th>
<th>PIIF 4</th>
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</thead>
<tbody>
<tr>
<td>Possible action:</td>
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<tr>
<td>Assist in developing appropriate references for environmental issues.</td>
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</tbody>
</table>

IFD 23.1 Indicate if you have a procedure to integrate the consideration of environmental issues in your investment decision processes.

☐ Yes

☐ For all inclusive finance investments
☐ For a majority of inclusive finance investments
☐ For a minority of inclusive finance investments

IFD 23.2 Describe how your procedure to integrate the consideration of environmental issues in your investment decisions processes affect decisions pre-investment. [Optional]

For all investments, we require a declaration that the company is in compliance with any local labor, tax, environmental and other regulations and that it is not involved in activities on our exclusion list. For those investments where the potential for environmental risks and impacts are higher, we may ask that the company establish and maintain an Environmental Management System.
**IFD 23.3** Describe how your procedure to integrate the consideration of environmental issues in your investment decisions processes affect decisions post-investment. [Optional]

We receive annual declarations that companies are in compliance with exclusion lists from those companies participating in GiIRS. For those companies where the potential for environmental risks and impacts are higher, regular monitoring efforts will be based on the Investee's management system. Companies may also be asked to participate in capacity building support activities as determined necessary by the Investment Manager.

- No

<table>
<thead>
<tr>
<th>IFD 23.4</th>
<th>Indicate if you request your investees to comply with an environmental exclusion list.</th>
</tr>
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<tbody>
<tr>
<td>☑ Yes, for all investees</td>
<td></td>
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<tr>
<td>☐ Yes, for a majority of investees</td>
<td></td>
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<tr>
<td>☐ Yes, for a minority of investees</td>
<td></td>
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<tr>
<td>☐ No</td>
<td></td>
</tr>
</tbody>
</table>

**PIIF Principle 5: Transparency**

**IFD 26** Mandatory | Core Assessed | PIIF 5
---|---|---
Possible action:

*Fully disclose policies, criteria and related conditions of products and services to investees and other relevant stakeholders.*

**IFD 26.1** Other than the PRI/PIIF, indicate if you provide your investors and/or the public with information aligned with industry standards.

- Yes

**IFD 26.2** Do you provide information aligned with:

- ☑ The MIV Disclosure Guidelines
  - ☑ Yes, to our investors only
  - ☑ Yes, to the public
- ☑ The Impact Reporting & Investment Standards (IRIS)
  - ☑ Yes, to our investors only
  - ☑ Yes, to the public
- ☐ Other, specify
- ☐ No

**IFD 27** Mandatory | Core Assessed | PIIF 5
---|---|---
Possible action:
Ensure that investees adequately disclose the pricing, terms and conditions of financial products and services offered, and that the pricing, terms and conditions are understood by clients.

**IFD 27.1**
Indicate if you encourage the retail institutions in which you invest to ensure that the following are transparent and fully explained to their clients (i.e. those seeking financial services from them) in a form they can understand.

| Pricing | Yes |

**IFD 27.2**
Indicate how you ensure this for pricing and provide examples.

We have incorporated key aspects of the Smart Campaign Client Protection Principles in our due diligence. We also use the MFTransparency tool to see what actual rate being paid by clients is, including additional fees, insurance, etc, and encourage MFIs to report to MFTransparency in the countries where it is available.

| Other terms and conditions | Yes |

**IFD 27.3**
Indicate how you ensure this for other terms/conditions and provide examples.

We review marketing materials, loan applications, and other documents and visit branches, clients/ client meetings as part of our due diligence and monitoring.

| No |

**PIIF Principle 6: Balanced returns**

**IFD 28**
Core Assessed

Possible action:

Strive for a balanced long-term social and financial risk-adjusted return that recognises the interests of clients, retail providers and investors.

**IFD 28.1**
Indicate if the social performance of investees affects your:

| Investment decision making | Yes |
IFD 28.2 Explain how social performance of investees affects investment decision making.

All companies are required to have a commitment to creating positive social value to be considered for investment.

☐ No

Portfolio management

☐ Yes

IFD 28.3 Explain how social performance of investees affects portfolio management.

The social performance of investees is evaluated by the Investment Team, Fund Managers and the Social Performance Manager. This informs Investment Managers’ engagement at the board as well as targeted assistance and action plans for interventions, if necessary.

☐ No

PIIF Principle 7: Standards

IFD 32 Mandatory Core Assessed PIIF 7

Possible action:

Participate in networks to share tools, information and resources.

IFD 32.1 Select which of the following collaborative initiatives your organisation has supported or participated in, and the role you played.

The Principles for Investors in Inclusive Finance

☐ Yes

☐ Basic

☐ Moderate

☐ Advanced

☐ No
<table>
<thead>
<tr>
<th>Network</th>
<th>Membership</th>
<th>Level 1</th>
<th>Level 2</th>
<th>Level 3</th>
<th>Level 4</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Smart Campaign</td>
<td>Yes</td>
<td>Moderate</td>
<td></td>
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<tr>
<td>Social Performance Task Force</td>
<td>Yes</td>
<td>Moderate</td>
<td></td>
<td></td>
<td>Advanced</td>
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<tr>
<td>Council for Microfinance Equity Funds (CMEF)</td>
<td>Yes</td>
<td>Moderate</td>
<td></td>
<td></td>
<td>Advanced</td>
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<tr>
<td>European Microfinance Platform (eMFP)</td>
<td>Yes</td>
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<tr>
<td>Global Impact Investors Network (GIIN)</td>
<td>Yes</td>
<td>Basic</td>
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<tr>
<td>Other network, association memberships and/or specific collaboration</td>
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<tr>
<td>related to the promotion of inclusive finance, specify</td>
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<tr>
<td>GIIRS</td>
<td>Yes</td>
<td>Basic</td>
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If you have indicated that your organisation was involved in any of the above, please provide a brief commentary. [Optional]

We have been on the founding steering committees and/or active members of working groups of the above, helping to develop evaluations, indicators, guidance, and other tools.