Functions and responsibilities of Corporate Services

1. Coordination of Authority Meetings.
2. Coordination of IAC meetings.
3. Finalizing the Minutes of the Authority Meeting and IAC Meeting in consultation with ED.
4. IIRM/ IIB corporate matters.
5. Follow up with Departments for Corporate Decisions.
6. Self-Regulatory Organization Corporate matters.
7. Organizational issues relating to Governance.
8. Issues relating to Regulations/ Registrations/Gazette Notifications etc.
9. Maintaining respective files and documents, movements of files through RNI and ongoing status updating in RNI.