

**Annexure I  
Empanelment Criteria**

Part A- Lawyers/Law Firms

For due diligence and title search

The service provider should meet the following minimum requirements:

1. valid educational qualifications and submit certificates in support of educational qualifications: (Matriculation onwards – only degree/certificate and final/consolidated marksheets to be submitted)
2. valid PAN and should submit details of PAN and Annual Income Tax returns (last 3 financial years)
3. enrolled with a Bar Council and Bar Association and should submit enrolment certificate and Bar Council identity card as proof
4. valid empanelment with supported by letters of empanelment with Axis Bank and/or other Banks/reputed financial institution.
5. Minimum 5 years experience in work area

Part B- Chartered Accountants and Valuers

**The service provider should meet the following requirements:**

1. valid educational qualifications and should submit certificates in support of educational qualifications: (Matriculation onwards – only degree/certificate and final/consolidated marksheets to be submitted)
2. valid PAN and should submit details of PAN and Annual Income Tax returns (last 3 financial years)
3. Member of ICAI/ICSI/ICWA/other institute and should submit identity card as proof
4. valid empanelment with supported by letters of empanelment with Axis Bank and/or other Banks/reputed financial institution.
5. Membership of professional bodies
6. Registration Certificate under Wealth Tax Act, 1957
7. appointment as valuation consultant/employee by Government of India / any State Government/ Municipality / any Municipal Corporation or limited company/partnership/proprietorship/private limited company engaged in the business of valuation
8. Reference letters- 3
9. Age- minimum 25 years
10. Minimum experience in work area as per table:

Sr. No	Description	Qualification & Experience- 1	Qualification & Experience- 2	Qualification & Experience- 3	Qualification & Experience- 4
1	Valuer				
i	Land & Building/Real Estate	PG degree in valuation of real estate by recognized University + 2 years exp	Examination by GOI recognised Institute +2 years	PG/Masters Degree in Valuation+ 5 years	Diploma in Civil Engg/Architecture + 8 years exp. For property upto 1 cr.

ii	Plant & Machinery	PG degree in valuation of Plant & Machinery by recognized University + 2 years exp	Examination by GOI recognised Institute +2 years	PG/Masters Degree in Valuation+ 5 years	
iii	Agricultural Land (other than plantations)	Graduate in Agriculatural Science+ 5 years exp as a farm valuer	Collector, Deputy Collector, Settlement Officer, Land Valuation Officer, Superintendent of Land Records, Agricultural Officer, Registrar under the Registration Act, or equivalent employment + 5 years		
iv	Agricultural Land (plantations)	owned, or acted as manager of a coffee, tea, rubber or, as the case may be, cardamom plantation having an area under plantation of not less than 4 hectares in the case of a cardamom plantation or 40 hectares in the case of any other plantation + 5 years exp	Collector, Deputy Collector, Settlement Officer, Land Valuation Officer, Superintendent of Land Records, Agricultural Officer, Registrar under the Registration Act, or equivalent employment + 5 years ; minimum 3 years n areas, wherein coffee, tea, rubber or, as the case may		

			be, cardamom is extensively grown.		
v	<b>Stock (inventory), Shares</b>	Member of ICAI/ICSI/ICWA +10 years+ income of INR 50,000/-	Member of ICAI/ICSI/ICW A + 10 years exp in Bank/FI		
2	Security cover and confirmation of networth for Personal Guarantor & Corporate Guarantor	Member of ICAI/ICSI/ICWA +10 years+ income of INR 50,000/-	Member of ICAI/ICSI/ICW A + 10 years exp in Bank/FI		

It shall be necessary that every valuer empanelled by ATSL be a member in good standing of any one of the under mentioned associations namely:

1. Institution of Valuers (IOV)
2. Institution of Surveyors (Valuation Branch) (IOS)
3. Institution of Government Approved Valuers (IGAV)
4. Practicing Valuers Association of India (PVAI)
5. The Indian Institution of Valuers (IIV)
6. Institute of Estate Managers and Appraisers
7. Centre for Valuation Studies, Research and Training (CVSRT)
8. Royal Institution of Chartered Surveyors, India Chapter (RICS)
9. American Society of Appraisers (ASA), USA
10. Appraisal Institute (AI), USA D) Categories of Valuers

**Note:**

For the detailed process of empanelment the ATSL empanelment manual is to be referred by the concerned department. General disqualification mentioned therein shall apply.

The External Valuers / Chartered Accountant Firms empanelled with Axis Bank Ltd., and/or with IBBI shall be de-facto deemed to be empanelled with ATSL.