



BFSI EDGE

COMPLIANCE CONSULTANTS PRIVATE LIMITED

Corporate Profile



About Us

BFSI EDGE, set up in 2021, provides a wide range of services in the fields of regulatory compliance and corporate laws. BFSI EDGE's purpose is to offer guidance along with a set of practical insights into regulatory compliances and solutions engendering higher performances. These include:

- Legal, Compliance and Secretarial;
- Auditing, Accounting, Bookkeeping and Taxation Services;
- Professional and Management Consultant Services including recruitment;
- Asset Management Support Services;
- General administration;
- Fund Accounting Services.

Presence in Mumbai and Gift City

Gift City Branch is IFSCA Authorised Ancillary Service Unit for:

- Legal, Compliance & Secretarial Services
- Professional & Management Consulting Services



About Us - Promoters

- Miten Chawda
- Sejal Chawda
- Arin Consultancy



Miten Chawda



Sejal Chawda



Arin Consultancy





Miten Chawda



Miten Chawda is the founder of MC&Associates (set up in 2013).

He is a fellow member of the institute of Company Secretaries and a Bachelor of Law.

He has garnered over 25 years of experience in the fields of compliance, secretarial and legal matters.

He was associated with the Mutual Fund industry for over 11 years, serving as the Head of compliance, secretarial and legal functions.

As the Company Secretary & Compliance Officer he made significant contributions in setting-up of Mutual Funds and Portfolio Management businesses, and consequently ensuring smooth implementation of various policies & processes (compliance, operations, fund management, human resources & information technology) at the set-up stage. He was also responsible for ensuring various regulatory, internal compliances and in-house legal counseling.

Miten is Co-founder of Arin Consultancy and BFSI Edge.



Sejal Chawda

Sejal, a charming, diligent and empathetic personality, has a flair for discovering talent in a person and is a born teacher.

A Mathematics and Statistics graduate and having also cleared CT1 and CT3 of Actuarial Science, she is extremely logical and a natural problem solver.

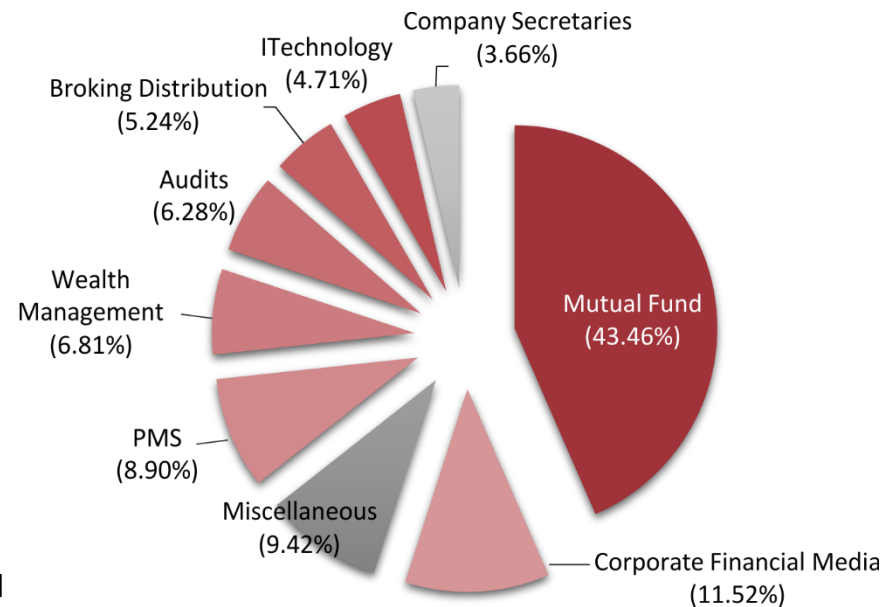
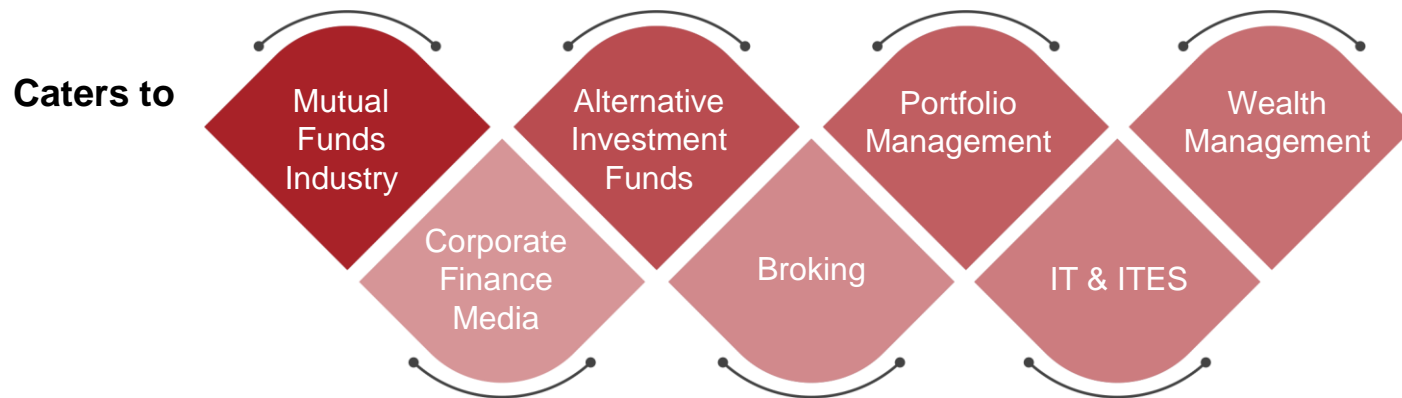
Sejal is heading the recruitment vertical since the inception of Arin Consultancy, i.e. approx 9 years and is responsible for end to end recruitment process. As the Company director she made significant contributions in setting-up of HR Firm and specialised in financial sector.

Sejal is motivated, dedicated and is passionate about what she does. At BFSI, Sejal is in-charge of the day to day operations.

Sejal is Co-founder of Arin Consultancy and BFSI Edge.



Connecting People & Opportunities



Management

Miten Chawda, Director



Miten is a fellow member of the Institute of Company Secretaries and a Bachelor of Laws. He has garnered over 25 years of experience in the fields of compliance, secretarial and legal matters.

Miten was associated with the mutual fund industry for over 11 years, serving as the head of the compliance, secretarial and legal functions. Prior to that, he worked in the services industry.

As the Company Secretary & Compliance Officer he made significant contributions in setting-up of mutual funds and portfolio management businesses, and consequently, ensuring smooth implementation of various policies & processes (compliance, operations, fund management, human resources & information technology) at the set-up stage. As Compliance Officer, he was also responsible for ensuring various regulatory, internal compliances and in-house legal counselling.

His work in the secretarial and legal field also included offering advice in the matters of corporate law, applications to MCA, due diligence in joint ventures concerning company law matters and on Government of India approvals under various provisions of laws including FEMA and other ancillary matters.

Management

Ganesh Binjola Head - Operations, Funds Practice



Bachelor of commerce from Bombay University, Ganesh has spent his entire career spanning over 25 years in the Indian Capital Markets in Securities Operations, Risk, Back Office & Accounts. Ganesh has handled following assignments in the corporate world:

- Setting up of PMS and AIF business operations including evaluation of vendors of FA & Custody.
- Member of the team instrumental in setting up trade processing and settlement operations for the securities broking business.
- Supported Trading desk, institutional foreign and domestic client empanelment, account setup, automation projects, system enhancements & new initiatives for trade processing & client confirmations.
- Overall broking operations including interaction with stock exchange and client interface and grievance handling.

Management

Hemant Parmar

Head - Automation Software



Education:

Bachelor of Engineering, VJTI(1990)

Masters in Management Studies, Sydenham Institute of Management Studies, Research and Entrepreneurship Education(1993)

Experience:

More than 29 years of experience in IT Systems(Networking and Software) in Indian and International Markets as Product Specialist, Product Manager and Business Unit Head.

Software Specialization:

Business Automation Software Development using Javascript based platforms like Nodejs, Express, Angular.

Developing Business Automation tools using VBA coding in MS Excel and MS Access Designing websites

Applications Designed and Developed:

1. Compliance based Client Onboarding and Servicing Software for Investment Advisors/Intermediaries
2. Administrative workflow handling software for Chartered Accountants
3. Recruitment Agency Workflow Software
4. MS Excel and MS Access based work automation software tools
5. Advanced Excel Training Course

Management

Subodh Hungund, Head – IT Practice



Education:

Bachelor of Engineering –Electronics Mumbai University - B.E.(Electronics) -1991

Experience:

Seasoned Financial industry professional with over three decades of expertise.in building and managing large teams and ensuring they are fully aligned with organizational objectives.

Key strengths are to set up businesses from scratch. Involved in various ventures where played a pivotal role in establishing the foundation of the business. This includes identifying the right infrastructure and applications that perfectly suit the specific requirements of the business. By carefully selecting and implementing the most suitable technology solutions, and have been able to create a robust operational framework that supports and enhances the overall performance of the organization.

In summary, the extensive experience encompasses team leadership, business setup, infrastructure management, technology maintenance, and business application implementation. Understanding of the financial industry coupled with the expertise in these areas allows to make valuable contributions to any organization in the Asset Management, Wealth Management Services, and Financial Services sectors.

Team

Team construct

Domain knowledge and experience in:

- ✓ MF Compliance
- ✓ PMS Compliance
- ✓ IA Compliance
- ✓ AIF Compliance
- ✓ Corporate Secretarial
- ✓ Legal
- ✓ Management Assurance and internal audits
- ✓ Fund Accounting
- ✓ Settlement
- ✓ Treasury Operations
- ✓ Transaction processing (RTA)
- ✓ Client and Distributor servicing
- ✓ IT automations

Group Team strength

50 member team (including Company Secretaries, Lawyers and Chartered Accountants)

Associates

4 Chartered Accountants; each having 20 plus years of Financial Services experience. Currently providing assurance and audit services to various asset management companies, brokerages and wealth management firms.



Service offerings - Specialisation



Compliance consulting

- Guidance on regulatory framework for setting up of businesses including regulatory approvals
- Compliance function review
- Compliance due diligence / audit
- Certification of compliance reports to be filed with regulator, board, trustees
- Review / drafting of compliance manuals and processes
- Review / drafting of offer documents, Placement Memorandum
- Corporate governance report
- Opinion / views on applicability of various regulations



Secretarial

- Company incorporation
- Secretarial audit / due diligence
- Support services for corporate secretarial activities
- Opinions on corporate law matters
- Managerial remuneration, company conversion, change of name, objects, shifting of registered office, etc...



Assurance audit

- Management assurance audit
- Internal audit
- Corporate law audit



Legal

- Drafting / review of legal agreements
- Trade marks / service marks / copyrights registrations
- Legal due diligence



Operations – Asset Management - MF | PMS | AIF

- Overseeing complete operational processes across all verticals of the Asset Management business
- Implementation of processes for RTA, Custody, FA, Banking, Investment Operations and other processes linked with Front Office and Mid Office
- Time-bound execution of operational processes; this involves liaising and actively engaging with external stakeholders to resolve issues / process enhancement; in a time-bound manner

Service offerings to Asset Management industry

①

Mutual Funds

②

Portfolio Management Services

③

Pension Funds

④

Alternative Investment Funds

⑤

Offshore Fund / Advisory

⑥

Investment Advisory

Regulatory Compliance and Legal

- Compliance
 - Setting up of fund / business
 - Regulatory approvals
 - Strategic management support
 - Compliance support
 - Anti-money laundering compliance
 - Product related services
 - Risk management consulting
- Legal services
- Drafting of Manuals and Processes
- Assurance Audits
- Corporate secretarial activities

Operations

- Setting up of Operations
- Fund Accounting for PMS and AIF
- Fund Administration

Automations

- PMLA solution
- Client on-boarding and servicing
- Customised investor reporting

Information Technology

- IT Infra
- Business application
- Cyber security solutions
- Policies and Procedures



Setting up of:

Portfolio Management

- Setting up of PMS business including SEBI approval
- Corporate secretarial support
- Organisation structuring
- Internal audit of PMS activity
- Review and certification of compliance reports filed with SEBI / AMC Board
 - Quarterly report to AMC Board
- Drafting / review of policies and manuals
- Regulatory updates on PMS activities and implication on AMC
- Updation of disclosure document
- Drafting of Client Agreement
- Monitoring of personal securities transaction

Alternative Investment Funds

- Setting up of AIF
 - SEBI registration (documentation / application / meetings with SEBI)
 - Incorporation of AMC, trustee and setting up of fund including identifying Board members
- Drafting/reviewing of manuals / policies / processes including charter documents and Private Placement Memorandum
- Designing the compliance monitoring and reporting framework
- Corporate secretarial activities of the AIF



Offshore fund / advisory



Offshore fund / advisory

- Fund structuring
- Regulatory approvals
- Assistance in setting up of offshore vehicle
- Drafting / review of investment advisory agreement
- Drafting review of charter documents / PPM
- Designing / review of conflict of interest policy
- Designing the compliance monitoring and reporting framework
- Co-ordination and tie-up with administrator, custodian and other vendors

Investment advisory

- Regulatory approval
- Assistance in setting up systems and processes
- Drafting / review of agreements
- Designing the compliance monitoring and reporting framework
- Regulatory / compliance audit (half yearly)



Corporate secretarial, legal and risk management consulting services



Corporate secretarial

- Corporate secretarial retainership
- Regular company law updates and implication on the company
- Secretarial audit
- Certification of forms to be filed with ROC
- Updation of statutory registers
- Corporate law advice

Risk management consulting

- Review of organization's current risk management strategy, its tolerance for uncertainty, internal reporting relationships
- Review / drafting of operational risk policy
- Review of constitution and scope of risk management committee
- Review of business continuity and disaster recovery document
- Review of insurance cover

Legal

- Drafting / review of legal agreements
- Trade marks / service marks / copyrights registrations
- Legal due diligence



Operations –Service Offerings

Fund Accounting

- Data Migration
- Prepare and maintain the books and records of each strategy and clients under the strategy.
- Maintain strategy wise records of Securities transactions instructions, fund transfer instructions and all other relevant instructions.
- Calculation of Management fees, operating expenses and accrual of the same in the books of the Fund.
- Computation of the Net Asset Value/Assets Under Management
- Manage Corporate Event
- Bank Reconciliation, Holdings Reconciliation, Pricing, Income and Expense posting, etc.
- SEBI reports
- Client reports on a daily, monthly, annual basis and as & when required.
- Assistance in client audit / SEBI inspection / internal audit

Fund Administration

AIF / PMS / MF

Co-ordination

Fund Accounting

Custody settlement

Banking and treasury

Registrar and Transfer Agent
• KYC / CKYC
• Application acceptance

Execution

Brokerage

Reconciliation

Mid Office

Distributor interaction

Automations –Service Offerings

PMLA Check Service “COPS Portal”



PAN Based check wherever possible



Option to check Selective Databases



Easy upload & download of data & reports



Maintain History of checks performed per investor



Periodic addition of new Databases



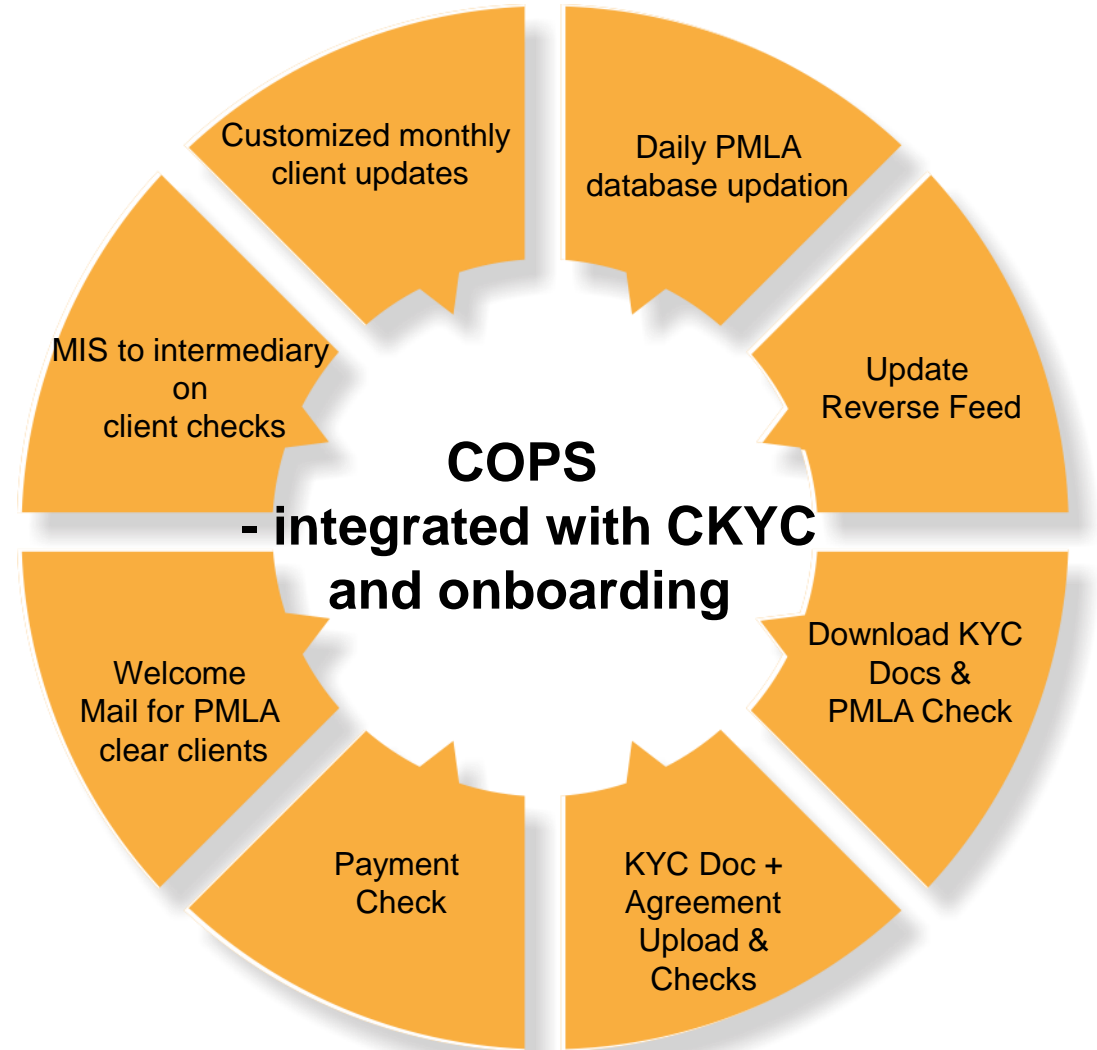
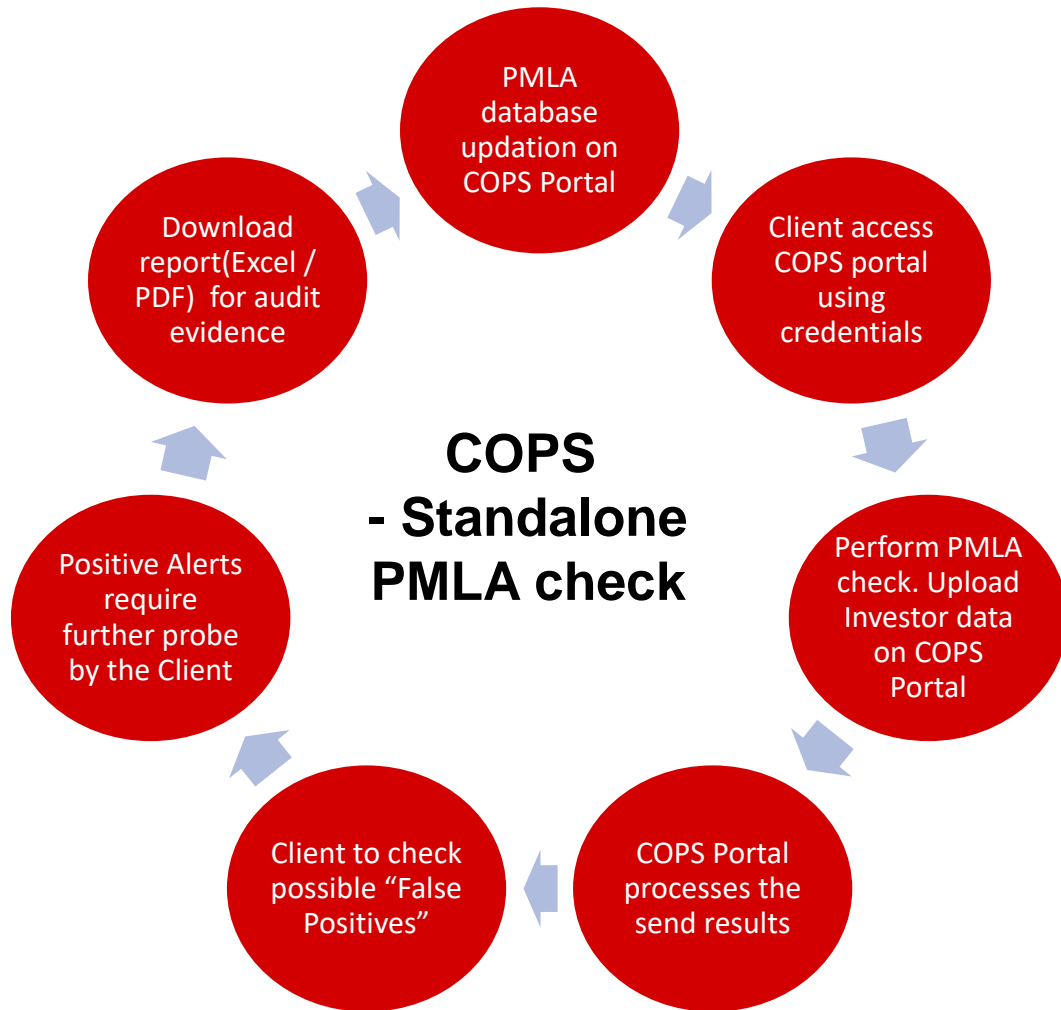
periodic update of Databases



Easy to use interface

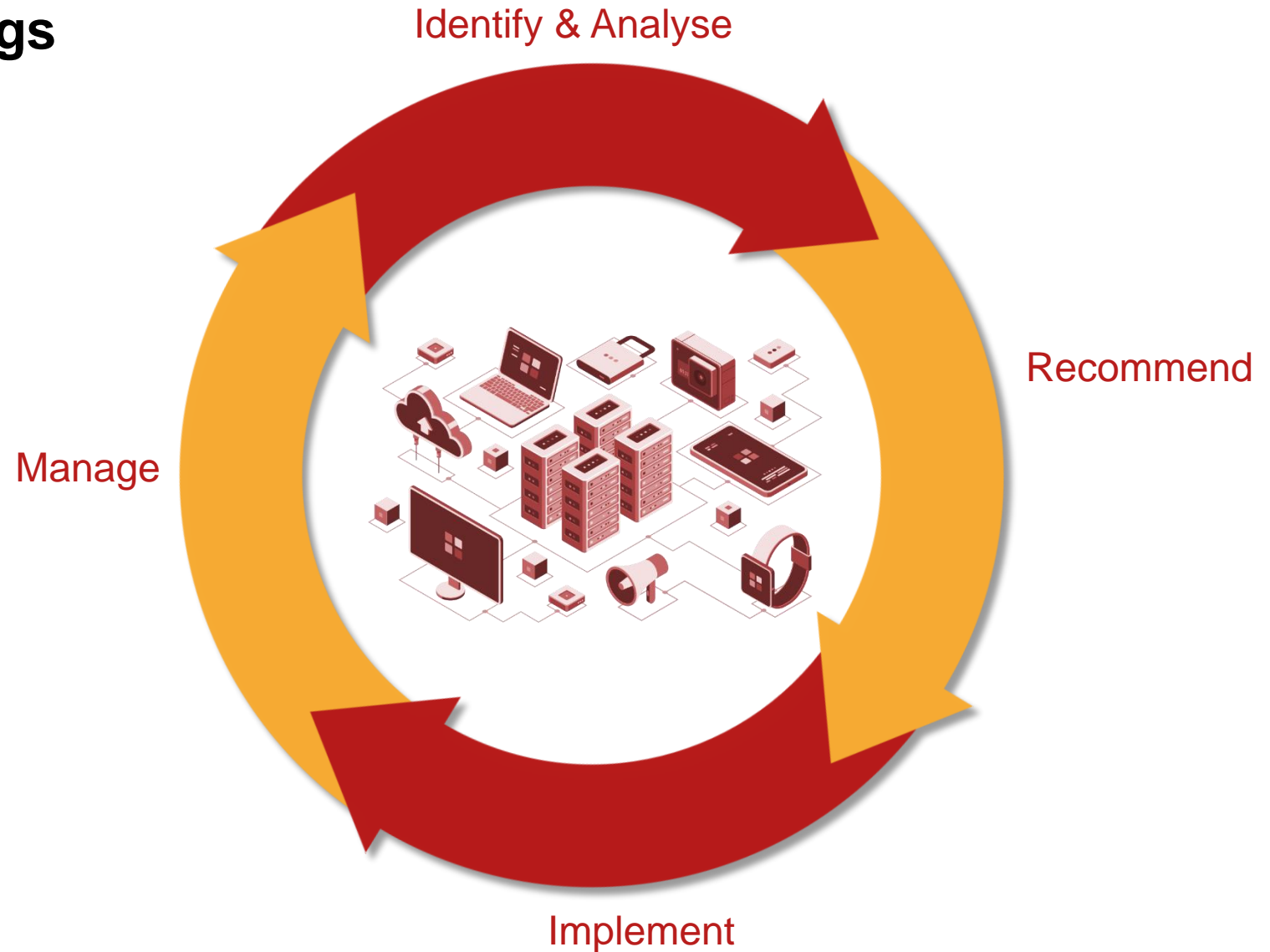
Automations –Service Offerings

PMLA Process



IT – Service Offerings

At **BFSIEDGE** – We offer agile approach to setup a robust infrastructure which can help organizations to quickly adapt to changing business needs and take advantage of emerging technologies. By Assessing the current infrastructure, architecture, sourcing, and processes, we identify opportunities to improve quality, enhance security, and save costs.



IT – Service Offerings

Infra and Setup

IT Infra

- Implementation of Active Directory
- Anti virus and Endpoint solution
- Firewall as Perimeter Security
- Browsing Controls
- Mailing Platform
- Data Loss Prevention (DLP) and Management

Business applications

- Map business requirements into strategic security architecture, enable ongoing measurement and management of risk

Cyber security solutions

Policies and Procedures

- IT Security Policy
- Email and Internet Guidelines
- User Management Policy
- Backup Policy
- Incident Management Policy
- Application Management Policy
- Business Continuity and Disaster Recovery Planning

Risk Management Solution

Security Monitoring

- User activity monitoring
- Alert services
- Threat monitoring
- Data Loss Prevention (DLP) monitoring

Security Management

- System hardening
- Identity & access management
- SIEM management

Periodic Audits

- Periodic System Audits
- Periodic Cyber Audits

Scanning Services

- Vulnerability assessment
- Penetration testing
- Application security scanning

Assessment Services

- Security & privacy assessments
- Sensitive information profiling
- Source code reviews
- Network security architecture
- Configuration

Compliance Assignments handled till date by the Group

List of **Key Assignments** handled :

- Application to SEBI for Mutual Fund Registration
- Drafting of policies and manuals for Mutual Fund
- Internal and Systems Audit of Mutual Fund
- Secretarial Audit of Asset Management Companies
- MF Risk Management Framework – implementations / audit
- Drafting / Updation / Review of Scheme Information Document / Statement of Additional Information
- Management Assurance Audit of Mutual Funds
- Application to SEBI for obtaining SRO license (in-principle)
- Application to SEBI for Portfolio Manager registration
- Drafting of policies and manuals for Portfolio Managers
- Internal Audit of a Portfolio Manager
- Management assurance audit of a Portfolio Manager
- Drafting of legal agreements for Portfolio Managers
- Application to SEBI for AIF Registrations (Cat I, II and III)
- Drafting of policies and manuals for AIF
- Drafting of PPM, Trust Deed, Contribution Agreement, Investment Management Agreement for AIF's
- Application to SEBI for obtaining Investment Advisory registration
- Drafting of policies and manuals for IA
- Compliance audit for IA and RA
- Operations – Fund administration for Mutual Fund, Portfolio Management Services, Alternative Investment Funds
- Client on-boarding and servicing of IA clients (Platforms)
- Fund Accounting – PMS and AIF
- PMLA Compliances
- IT Infrastructure of PMS and AIF

Centrally located in the heart of the Mumbai's business district at Dadar, BFSI EDGE and its team of experienced professionals are well-equipped with the necessary infrastructure, expertise and organizational strength required to provide a comprehensive range of services to clients all over India.

Thank You



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