



IOV REGISTERED VALUERS FOUNDATION  
TRAINING AND CEP POLICY

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IOV Registered Valuers Foundation has prepared this Policy in compliance with provisions contained in Companies (Registered Valuers and Valuation) Rules, 2017 (as amended up to date) and as per the directions issued by the Authority in its RVO meetings held from time to time. It is intended for information, use, application, & compliance by the designated Officers, Registered Valuer Members and all other stakeholders of the IOV-RVF. No part of this document may be reproduced or copied in any form or by any means [graphic, electronic, or mechanical including photocopying, recording, taping or information retrieval systems] or reproduced on any disc, perforated media or other information storage device, etc. without the written permission of the IOV Registered Valuers Foundation. However, the valuer members may reproduce any part for their sole purpose of compliance.

**DISCLAIMER**

This Policy has been designed **keeping in mind the Guidelines and directions issued by IBBI to Registered Valuers Foundations** to assist the valuer members/ stakeholders for better understanding of CEP guidelines/procedure, but is not intended to be a substitute for the requirements under the Act/Rules themselves. It may be noted that if any part of this policy is inconsistent with a law, directions and guidelines of the IBBI, the provisions of the said law, directions and guidelines shall prevail.

The valuer members should utilize this policy for the defined purpose only. IOV Registered Valuers Foundation disclaims any responsibility or liability that may occur, directly or indirectly by Valuer Members/stakeholders, as consequence of the use and application of this Policy while undertaking any valuation assignment or otherwise.

This Policy shall supersede all the previous policies of CEP issued by IOV-RVF at any point of time and shall have effect from April 01, 2021 onwards.

## IOV REGISTERED VALUERS FOUNDATION TRAINING AND CEP POLICY

### 1. INTRODUCTION

1.1. Rule 12(2) of the Companies (Registered Valuers and Valuation) Rules, 2017 provide that a Registered Valuers Organisation shall be recognized by the IBBI if it,

1.1.1. Conducts educational courses in valuation, in accordance with the syllabus determined by the Authority, under rule 5, for individuals who may be its valuers members, and delivered in class room or through distance education modules and which includes practical training;

1.1.2. Grants membership or certificate of practice to individuals, who possess the qualifications and experience as specified in rule 4, in respect of valuation of asset class for which it is recognised as a registered valuers organisation;

- a) conducts training for the individual members before a certificate of practice is issued to them;
- b) lays down and enforces a code of conduct for valuers who are its members, which includes all the provisions specified in Annexure-I of the Rules;
- c) provides for **continuing education** of individuals who are its members;
- d) monitors and reviews the functioning, including quality of service, of valuers who are its members; and
- e) has a mechanism to address grievances and conduct disciplinary proceedings against valuers who are its members.

1.2. IBBI in RVO meetings has also issued some guidelines and directions w.r.t. CEP.

1.3. In compliance of the aforesaid provisions, the Governing Board of IOV Registered Valuers Foundation, under due intimation and/or approval of the Insolvency and Bankruptcy Board of India, has adopted this Training and Continuing Education Program [CEP] Policy.

### 2. OBJECTIVES

2.1. In line with the provisions contained in the Companies (Registered Valuers and Valuation) Rules, 2017, guidelines and directions issued by IBBI, the core objective of this policy is to lay down structured framework for imparting adequate professional training to the Valuer Members of IOV-RVF to conduct valuations of any asset class, for which a valuer member is registered, in compliance with these Rules, guidelines and directions and internationally accepted Valuation Standards.

2.2. The Governing Board also proposes to codify the process to hold Continuing Education Programme for its Valuer Members to assist them in widening their knowledge base, in improving their professional skills & quality of service, and to be at the cutting edge of technology by providing training, practical exposure, case studies, and expertise in critical

areas relating to the domain of valuation. It would be the IOV-RVF's endeavour to share international best practices with its members.

### 3. DEFINITIONS

In this Policy, unless the context otherwise requires-

- a) "**Act**" means the Companies Act, 2013 (18 of 2013);
- b) "**Annexure**" means the Annexure –A i.e. topics for the CEP shall mainly include;
- c) "**Approved CEP Program**" means any program organized by the IOV-RVF or by IBBI, IOV, other professional Institutes, Industry Associations, Chambers of Commerce, etc. and approved by the IOV-RVF for granting CEP Credit Hours;
- d) "**Asset Class**" means distinct group of assets that have been classified as class of assets by the Insolvency and Bankruptcy Board of India and requires separate set of valuers for valuation under the Companies (Registered Valuers and Valuation) Rules, 2017;

Provided that the Insolvency and Bankruptcy Board of India has so far made only three asset classes viz. Land & Building; Plant & Machinery; and Securities or Financial Assets.

- e) "**Authority**" means the Insolvency and Bankruptcy Board of India [IBBI] who has been specified by the Central Government under section 458 of the Companies Act, 2013 (18 of 2013) to perform the functions under the Companies (Registered Valuers and Valuation) Rules, 2017;
- f) "**CEP Credit Hours**" means the credit hours awarded to the registered valuer member for participating in any of the approved CEP program for the technical session;
- g) "**Certificate of Practice**" means the certificate of practice granted to a registered valuer member who has completed the requisite training of the IOV Registered Valuers Foundation in respect of valuation of an asset class or classes;
- h) "**Company**" means Company registered under the Companies Act, 2013 (18 of 2013) or under Companies Act, 1956 (1 of 56);
- i) "**Continuing Education Programme (CEP)**" means and includes workshop, Conferences, Seminars, Training Programmes, webcast, Refresher Programmes, Certificate Courses, Conventions and Symposia and the like specifically designed to cater to specific learning activity imposing continuous education requirements on valuer members intended to expand their knowledge base and stay up-to-date on new developments;; Acting as faculty in discharging the duties in any Conferences, Seminars, Training Programmes, Refresher Programmes, Certificate Courses, Conventions and Symposia ; Publication of article in any national newspaper, board, journal (national or international) bearing ISSN Number;

Publication of a Book bearing an ISBN number; Pass in Limited Insolvency examination; Pass in Valuation Examination of an asset ; and any such additional requirement proposed by IBBI from time to time.

- j) "**Disciplinary Proceedings**" means proceedings under the Disciplinary Policy of IOV RVF";
- k) "**Education, Training and Research Committee**" means the committee constituted by the Governing Board of IOV-RVF for pursuing professional activities relating to education, training, CEP, & research on the subject of valuation;
- l) "**Governing Board**" means the Board of Directors of the IOV Registered Valuers Foundation constituted under the applicable provisions of the Companies Act, 2013 (18 of 2013);
- m) "**IOV**" means the Institution of Valuers established as a society under the Societies Registration Act XXI of 1860 with its registered office at Plot No. 3, Parwana Road, Pitampura, Delhi-110034;
- n) "**IOV RVF**" means the IOV Registered Valuers Foundation duly incorporated as section 8 company under the Companies Act, 2013 with its registered office at IOV Headquarters, 2nd Floor, Plot No. 3, Parwana Road, Pitampura, Delhi-110034 and recognized as registered valuers organization by the Insolvency and Bankruptcy Board of India under Rule 13 of the Companies (Registered Valuers and Valuation) Rules, 2017;
- o) "**Policy**" means the Training and CEP Policy of IOV-RVF;
- p) "**Registered Valuer**"/"**Valuer Member**" means a person who has been granted certificate of registration by the authority under Rule 6 of the Companies (Registered Valuers and Valuation) Rules, 2017 and has been granted certificate of practice by the IOV Registered Valuers Foundation in respect of valuation of an asset class or classes and the term "valuer" shall be construed accordingly;
- q) "**Registered Valuers Organisation**"/"**RVO**" means a registered valuers organisation recognized under sub-rule (5) of rule 13;
- r) "**Rules**" means the Companies (Registered Valuers and Valuation) Rules, 2017 as amended from time to time;
- s) "**Technical Session**" means and include Workshops, Conferences, Seminars, Training Programmes, Refresher Programmes, Certificate Courses, Conventions and Symposia and the like for the registered valuers and excludes opening remarks, short intervals, lunch break, vote of thanks;
- t) "**Valuation Standards**" means the standards of valuation as notified or modified by the Central Government under Rule 18 of the Companies (Registered Valuers and Valuation) Rules, 2017;

Provided that until the valuation standards are notified or modified by the Central Government, the valuation standards would mean the standards of valuation adopted by the IOV Registered Valuers Foundation;

- u) "**Financial Year**" for the purpose of this policy shall mean the period commencing 1st day of April and ending on 31st March;

Unless the context otherwise requires, words and expressions used but not defined in this policy shall have the meanings respectively assigned to them in the Companies Act, 2013 (18 of 2013) and Rules made there under.

#### 4. TRAINING POLICY

- 4.1. The Education, Training & Research Committee as constituted by the Governing Board of IOV Registered Valuers Foundation shall design and frame Practical Training Module on Valuation for each asset class separately **and shall be updated from time to time**.
- 4.2. The Committee shall conduct such training programs (through online and offline mode) for its valuer members at such places in India as it may deem fit & necessary. Every Registered Valuer Member of IOV-RVF is mandatorily required to undergo training for the assets class for which he is registered before he is granted Certificate of Practice by the IOV-RVF.
- 4.3. The Committee shall decide the training fee, if required. The fee of CEP shall be credited to the Bank account of IOVRVF.

#### 5. CONTINUOUS EDUCATION PROGRAM (CEP)

- 5.1. Every Registered Valuer Member shall undertake a minimum **10 Credit Hours\*** of CPE/CEP in each financial year starting from April 01, 2020 and a Minimum **48 Credit Hours\*** of CPE/CEP in each rolling block of 3 years starting from April 01, 2020 to March 31, 2023 to earn minimum Mandatory Credit of 48 CPE/CEP hours in three year”, failing which, Certificate of Practice shall not be renewed. No carry forward of any excess or short CEP credit hours shall be allowed to the next financial year to any Registered Valuer Member.

*\*Note: Prior to April 01, 2020, Every Registered Valuer Member of IOV-RVF was required to earn minimum Mandatory Credit of 16 CPE/CEP hours in a financial year*

- 5.2. CEP for a programme attended by Valuer member cannot be used to comply with the CEP requirements of multiple professions and can be used only once.
- 5.3. CEP Credits are accorded only for technical sessions conducted during a programme.
- 5.4. A Valuer Member can participate in the CEP programme organized by any RVO and would

be provided credit for the same.

**Explanation:-** CEP Program will be awarded only if the Valuer Member attains program for his respective asset class.

- 5.5. To ensure the quality of education imparted, IOV-RVF shall not admit more than 100 participants in (one) CEP.
- 5.6. CEP will be conducted through both offline and online mode (vide Circular No. IBBI/RV/032/2020 dated 20.03.2020)
- 5.7. IOVRVF shall notify the manner for conducting CEP for Registered Valuer Members.
- 5.8. The IOV-RVF either by itself or through other approved RVOs shall hold sufficient number of CEP programs in the country enabling its Registered Valuer Members to participate and earn required number of CEP credit hours in a financial year.
- 5.9. The IOV-RVF either by itself or through its promoter organization i.e. IOV can organized only one CEP program in one financial year.
- 5.10. CEP Credit hours shall be calculated from the month of registration with IBBI
- 5.11. Members registered in between of the financial year are required to earn mandatory Credit Hours in proportion to the months left to complete the financial year.
- 5.12. A member is awarded CEP credit hours by the IOV-RVF based on the learning activities undertaken during the financial year by attending Technical session in the CEP Programs. For one Technical Session, Registered Valuer Member of IOV-RVF is awarded 1 [one] point.
- 5.13. A member shall be awarded CEP credit hours by attending webinars which are conducted for the CEP Programs only and it is mentioned in the announcement that persons who will attend particular webinar shall be awarded CEP credit points, every webinar shall not be considered as CEP Program.

**6. LEARNING ACTIVITES AND CEP CREDIT HOURS**

S. No.	Learning Activity in the areas relevant for RVs	Credit Hours
1.	Workshops, Conferences, Seminars, Training Programmes, Refresher Programmes, Certificate Courses, Conventions and Symposia and the like	Credit for the duration of technical sessions
2.	Acting as faculty in any of the activities in Sl. No. 1	Equivalent to the duration of the activity
3.	Publication of article in any national	4 hours

	newspaper	
4.	Publication of article in a journal of the Board, an IPA, a RVO, a Professional Institute, or a referred national or international journal bearing ISSN number	4 hours
5.	Publication of a Book bearing an ISBN number	16 hours
6.	Pass in Limited Insolvency examination	16 hours
7.	Pass in Valuation Examination of an asset Class	16 hours

**7. REPORTS TO THE AUTHORITY**

- 7.1. The IOV-RVF from time to time shall submit a report to the Authority in the manner specified by the Authority with the training and CEP programs held & attended by its Registered Valuer Members during each reporting period.
- 7.2. IOV-RVF shall submits its Compliance Report CEP to the IBBI as and when asked by the Authority.

**8. REVIEW OF THE TRAINING & CEP POLICY**

- 8.1. The Training & CEP Policy will be reviewed annually by the Governing Board of IOV- RVF.
- 8.2. The Training & CEP Policy may be amended from time to time by the Governing Board keeping in mind the guidelines issued by IBBI to IOV-RVF and will remain in force till further instructions of the Governing Board of IOV-RVF or by the IBBI.

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## Annexure-A

## Topics for the CEP shall mainly include:

Applicable Laws and Regulations	Professional Standards of Practice	Ethical Practices and Guidelines	Valuation
Companies Act, 2013;	Code of conduct of the Valuers in accordance with the said Companies rules.	Corporate Governance	Concept and fundamentals of Valuation
Companies (Registered Valuers & Valuation) Rules, and regulations made their under from time to time.	IOV-RVF's Standards of Professional Conduct	Best practices accepted nationality	Valuation Standards
Insolvency & Bankruptcy Code, 2016	Disciplinary sanctions for violations	Due diligence in valuation	Concept and fundamentals of valuation.
Valuation standards as prescribed in the Rules and adopted by IOV- RVF.	Valuer as expert witness in the court of law		Valuation Report Writing
Rules and procedures regarding transactions with the stakeholders and third parties.	Cross Examining a Valuer		Generally accepted Techniques of Valuation
Regulations/bye- laws of IOV-RVF	Peer review of Valuation practice and Valuation report of Valuers		Advance techniques of Valuation
Insurance Law/Rules			Industry specific Valuation Practices
Relevant SEBI Rules & Regulation Corporations.			Mass appraisal techniques
Guidelines and valuation methodology, issued by Banks & Financial Institute, RBI, Non-Banking Financial Institute, State Financial			Cross Border/ international Valuation practices