



# PRI REPORTING FRAMEWORK 2020 Direct — Inclusive Finance

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### **Understanding this document**

In addition to the detailed indicator text and selection options, in each module of the PRI Reporting Framework, you can find information that will help you identify which indicators are relevant for your organisation.

#### Top bar

Key information about each indicator is highlighted in the top bar, including the indicator status (mandatory or voluntary), the purpose of the indicator and which PRI Principle it relates to.

	Indicator status	Purpose	Principle
xxx 01	MANDATORY	CORE ASSESSED	PRI 2

#### Indicator status

MANDATORY	Mandatory indicators reflect core practices. These responses will be made public and must be completed to submit the framework.
MANDATORY TO REPORT VOLUNTARY TO DISCLOSE	Some indicators are mandatory to complete, but voluntary to disclose. These indicators may determine which subsequent indicators are applicable or are used for peering, but they may also contain commercially sensitive information.
VOLUNTARY	Voluntary indicators reflect alternative or advanced practices. These indicators are voluntary to report and disclose.
Purpose	
0 1	<del>-</del>

ruipose		
Gateway	9	The responses to this indicator 'unlock' other indicators within a module if they are relevant for your organisation. Please refer to the logic box for more information.
Peering		These indicators are used to determine your peer groups for assessment purposes.
Core assessed	*	These indicators form the core of the assessment and represent the majority of your final assessment score.
Additional assessed	<b>*</b> *	These indicators represent more advanced or alternative practices and contribute to a smaller part of your score.
Descriptive		These are open-ended narrative indicators, allowing you to describe your activities.

#### Underneath the indicator

Underneath the indicator, you can find explanatory notes and definitions that include important information on interpreting and completing the indicators. Read the logic box to make sure an indicator is applicable to you.

xxx 01	EXPLANATORY NOTES	
xxx 01.1	This provides guidance on how to interpret the sub-indicators, including examples of what could be reported.	
LOGIC	·	
xxx 01	This explains when this indicator is applicable and/or if it has an impact on subsequent indicators. If there is no logic box, the indicator is always applicable and does not affect other indicators.	
ASSESSMENT		
xxx 01	This provides a brief overview of the pilot assessment approach for this indicator.	

xxx 01	DEFINITIONS
xxx 01	Specific terms that are used in the indicator are defined here.

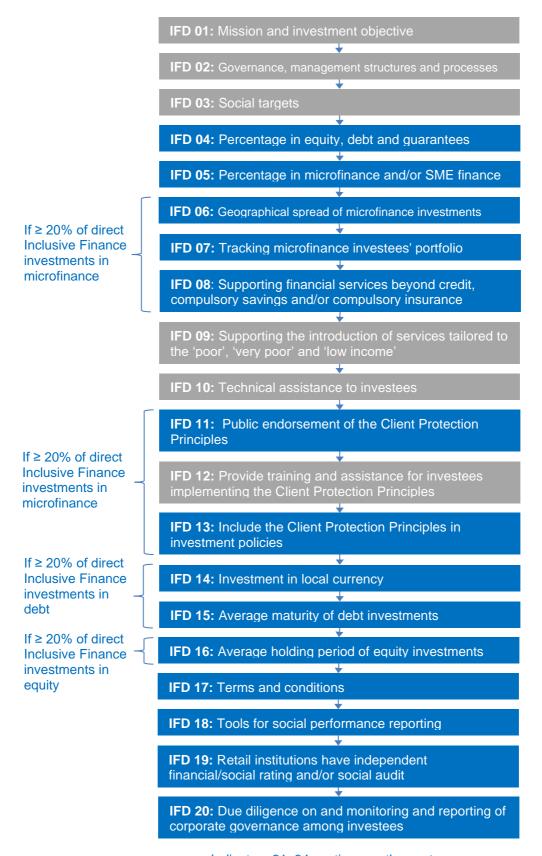


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### Pathways through the module



Indicators 21–34 continue on the next page



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**IFD 21:** Training or assistance for investees on corporate If ≥ 20% of direct IFD 22: Percentage of investees in which board seats **Inclusive Finance** investments in equity **IFD 23:** Procedure to integrate environmental issues in investment decision processes IFD 24: Anti-corruption and whistle-blowing policies **IFD 25:** How mission and investment objectives are IFD 26: Investors and/or the public provided with information aligned with industry standards **IFD 27:** Transparency of pricing, terms and conditions among investees IFD 28: How social performance of investees affects decision-making and portfolio management If any tools **IFD 29:** Staff incentives linked to social performance used for social performance **IFD 30:** Collecting data regarding social outcomes of reporting investees work **IFD 31:** Incentivise investees to track social performance IFD 32: Collaborative initiatives your organisation has supported or participated in **IFD 33:** Encouraging investees to participate in **IFD 34:** Encouraging your investees to participate in initiatives that contribute to the development of industry benchmarks IFD End: Module confirmation page



### **Preface**

Unless otherwise stated, 'assets' refers exclusively to the percentage of your assets directly invested in inclusive finance. If you invest both directly and indirectly in inclusive finance, please report against the following indicators on the basis of your direct investments only.

Direct investors should report against all indicators at the level of their organisation. This requires aggregating data from individual investments, whether across individual Microfinance Institutions (MFIs), Microfinance Investment Vehicles (MIVs) managed and/or including micro-, small- and medium-sized enterprise investments, if feasible.

### IFD **DEFINITIONS**

#### Retail providers/Investees

Throughout the module, when we refer to retail providers or investees, these are the retail institutions that investors are investing in. These can be¹ any of the following.

- Microfinance Institutions (MFIs) aim to reach low-income households with an increasing variety of
  financial services, including, but not limited to, financing for their microenterprises. MFIs include
  banks, regulated non-bank financial institutions (NBFI), savings and loan cooperatives and not-forprofit organisations.
- Non-specialised Microfinance Service Providers such as commercial, savings and postal banks and other institutions provide financial services to poor and low-income clients, but their principal business is not microfinance.
- **Holding Companies** provide financing and technical assistance to microfinance institutions. They usually hold a majority stake in their investees and are generally investible only by private invitation.

### **Summary of updates**

2019 Indicator	Update summary	
IFD 09	Assessment methodology wording change	
IFD 16	Coding updated to reflect existing assessment methodology in framework	

To view a detailed summary of the changes to the module, please click here.



<sup>&</sup>lt;sup>1</sup>These definitions are taken from the MIV Disclosure Guidelines.

### Context

	Indicator status	Purpose	Principle
IFD 01	VOLUNTARY	DESCRIPTIVE	GENERAL

IFD 01	INDICATOR	
IFD 01.1	Indicate whether you have a distinct mission a inclusive finance.	and investment objective for your investment in
	O Yes	O No
IFD 01.2	Describe your inclusive finance mission and investment objective.	
IFD 01.3	Additional information	
IFD 01.3	[OPTIONAL]	

IFD 01	EXPLANATORY NOTES
LOGIC	
IFD 01.2	[IFD 01.2] will be applicable if you report 'Yes' in [IFD 01.1]



	Indicator status	Purpose	Principle
IFD 02	VOLUNTARY	DESCRIPTIVE	GENERAL

IFD 02	INDICATOR
IFD 02.1	Provide a brief description of the governance and management structures and processes you have in place for your responsible investment activities and implementation of the PIIF.
	☐ I would like to attach an organisation chart (the following image formats can be uploaded: .jpg, .png, .bmp and .gif).

IFD 02	EXPLANATORY NOTES
	You may wish to include a discussion of:
	the role and responsibility of your board;
	<ul> <li>details of any formal oversight bodies for responsible investment;</li> </ul>
IFD 02	who within the organisation has day-to-day oversight of your responsible investment activities; and/or
	details of how and how frequently responsible investment performance is reviewed.
	This information could include an organisational chart.
	If you report against the <i>Strategy &amp; Governance (SG)</i> module, this indicator will partly overlap with the information reported in SG. Refer here, when necessary, to indicators and your reported information in the SG module.



	Indicator status	Purpose	Principle
IFD 03	VOLUNTARY	DESCRIPTIVE	GENERAL

IFD 03	INDICATOR	
IFD 03.1	Indicate whether you set social targets for your organisation, specific to inclusive finance.	
	O Yes	O No
IFD 03.2	Additional information [OPTIONAL]	

IFD 03	EXPLANATORY NOTES
IFD 03	Example social targets can be found <u>here</u>



IFD 04	INDICATOR		
IFD 04.1	Of your total assets invested directly in inclusive finance, indicate what percentage is invested in the following.		
		O 0%	
		O <20%	
	Equity	O 20-40%	
	Equity	O 41-60%	
		O 61-80%	
		O >80%	
		○ 0%	Of which, percentage of subordinated debt
		O <20%	O 0%
		O 20-40%	O <20%
	Debt	O 41-60%	○ 20-40%
		O 61-80%	O 41-60%
		O >80%	O 61-80%
			O >80%
		O 0%	
	Guarantees	O <20%	
		O 20-40%	
		O 41-60%	
		O 61-80%	
		O >80%	
		O 0%	
		O <20%	
	Other; specify	O 20-40%	
		O 41-60%	
		O 61-80%	
		O >80%	
	Total	100%	
IFD 04.2	Additional information	·	
	[OPTIONAL]		



IFD 04	EXPLANATORY NOTES	
IFD 04	Please note that the ranges in this module differ from those in other modules of the Reporting Framework. The ranges used here are aligned with the Symbiotics and MicroRate MIV Surveys.	
	<b>Equity</b> (aligned with MIV Disclosure Guideline 2.2.1.3). Calculate as the sum of equity investments. Equity refers to stock purchases in inclusive finance providers, with or without voting rights.	
	<b>Debt</b> (aligned with MIV Disclosure Guideline 2.2.1.4). Calculate as the sum of debt investments. Debt investments are MIV loans or notes to inclusive finance providers or to non-specialised financial intermediaries specifically used to fund inclusive finance (i.e., senior, junior, convertible and subordinate debt).	
	<b>Subordinated debt</b> Calculate as the sum of subordinated or junior debt investments. Senior debt takes precedence over subordinated or junior debt in the event of default. They are also MIV loans or notes to inclusive finance providers or to non-specialised financial intermediaries specifically used to fund inclusive finance.	
	<b>Guarantees</b> (aligned with MIV Disclosure Guideline 2.2.1.5). Calculate as the sum of guarantees provided to inclusive finance providers. MIV guarantee refers to the amount guaranteed to microfinance service providers as an instrument to enhance their creditworthiness.	
LOGIC		
IFD 04	This is a gateway indicator, so your answer here determines which sections of the module are applicable.	
	If you report ≥20% of your organisation's inclusive finance investments are in debt (irrespective of % subordinated), indicators [14-15] will be applicable. The fixed income options under indicator [17] will also become applicable.	
	If you report ≥20% of your organisation's inclusive finance investments are in equity, indicators [16] and [22] will be applicable.	



IFD 05	INDICATOR	
IFD 05.1	Of your total assets invested directly in inclusive finance, indicate what percentage is invested in the following.	
	Microfinance	<ul><li>○ 0%</li><li>○ &lt;20%</li><li>○ 20-40%</li><li>○ 41-60%</li><li>○ 61-80%</li><li>○ &gt;80%</li></ul>
	SME finance (provide your definition of SME)	<ul><li>○ 0%</li><li>○ &lt;20%</li><li>○ 20-40%</li><li>○ 41-60%</li><li>○ 61-80%</li><li>○ &gt;80%</li></ul>
	Other; specify	<ul><li>○ 0%</li><li>○ &lt;20%</li><li>○ 20-40%</li><li>○ 41-60%</li><li>○ 61-80%</li><li>○ &gt;80%</li></ul>
	Total	100%
IFD 05.2	Additional information [OPTIONAL]	



IFD 05	EXPLANATORY NOTES	
IFD 05	<b>Microfinance:</b> the provision of diverse financial services to poor and low-income clients. Based on MIV Disclosure Guideline 2.1.2. As defined in the MIV Disclosure Guidelines, microcredit loan portfolios are characterized by their recipients (low-income borrowers who are typically self-employed or owners of tiny informal businesses and, in some cases, salaried workers), small average loan balance (defined as less than 250% of GNI per capita), a diversity of loan products (such as microenterprise, line of credit, housing, education, loans for immediate household needs) and alternative lending techniques that generally do not rely on conventional collateral.	
	SME: small-and medium-sized enterprises (SMEs) are those with more than five but less than 250 employees (definition taken from the MIV Disclosure Guidelines). We recognise that definitions of SMEs vary from country to country, so when applicable in this supplement, we invite respondents to provide their own definitions. Inclusive finance in SMEs refers to investments made in financial institutions that finance SMEs, as opposed to direct investments in SMEs.  Other: could include access to finance for housing purposes.	
	Other: could include access to finance for flousing purposes.	
LOGIC	BIC	
IFD 05	This is a gateway indicator, so your answer here determines which sections of the module are applicable. If you report ≥20% of your total inclusive finance assets invested directly in microfinance, indicators [06-08] and [11-13] will be applicable.	





		O 0%	Indicate the average loan size (in
		O <20%	US\$) of your investees to active borrowers in this region.
		O 20-40%	
	South Asia	O 41-60%	
		O 61-80%	☐ We do not track this information.
		○ >80%	we do not track this information.
		○ 0%	Indicate the average loan size (in
		<b>Q</b> <20%	US\$) of your investees to active borrowers in this region.
	Middle East and North Africa	O 20-40%	
		<b>Q</b> 41-60%	
		O 61-80%	☐ We do not track this information.
		O >80%	
		O 0%	Indicate the average loan size (in
	Sub-Saharan Africa	<b>O</b> <20%	US\$) of your investees to active borrowers in this region.
		O 20-40%	2011-011-011-01-0-1-0-1-0-1-0-1-0-1-0-1-
		O 41-60%	
		O 61-80%	☐ We do not track this information.
		○ >80%	• We do not track this information.
IFD 06.3	Additional information		
	[OPTIONAL]		

IFD 06	EXPLANATORY NOTES
IFI 06	Geographic spread as a percentage of your portfolio is based on MIV Disclosure Guideline indicators 2.2.3.1-6. Here, categories have been expanded to include Western Europe and North America.
	Based on MIV Disclosure Guideline 3.2.3, average loan size is a proxy indicator for the poverty level of clients of the microfinance service provider. 'Active borrowers' refer to individuals who currently have an outstanding loan balance with the microfinance service provider or are primarily responsible for repaying any portion of the gross loan portfolio. Individual who have multiple loans with a microfinance service provider should be counted as a single borrower. Calculate as follows: sum of total gross loan portfolio of each microfinance service provider in the direct portfolio/sum of number of active borrowers of each microfinance service provider in the direct portfolio.
LOGIC	
IFD 06	This indicator will be applicable if you reported that ≥20% of your total inclusive finance assets are invested directly in microfinance in [05].
	[06.2] will be applicable if 'Yes' is reported in [06.1]



## PIIF Principle 1: Range of services

### 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.

	Indicator status	Purpose	Principle
IFD 07	MANDATORY	CORE ASSESSED	PIIF 1

IFD 07	INDICATOR	
IFD 07.1	Indicate whether you track the percentage of your microfinance investees' portfolio that is in microenterprise loans.	
	O 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%
	O No, we do not track.	
	O Not applicable (there are no microenterprise loans in the portfolio).	
IFD 07.2	Indicate whether you track the percentage of your microfinance investees' portfolio that is in loans for immediate household needs (i.e., consumer loans).	
	○ 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%
	O No, we do not track.	
	O Not applicable (there are no loans for immediate household needs in the portfolio).	
IFD 07.3	Indicate whether you track the percentage of your investees' portfolio in housing loans.	
	○ 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%
	O No, we do not track.	
	O Not applicable (there are no loans for housing in the portfolio).	



IFD 07.4	Additional information [OPTIONAL]

IFD 07	EXPLANATORY NOTES		
IFD 07	Please note that these categories are not exhaustive and therefore are not intended to necessarily sum to 100%.		
IFD 07.1	This is based on MIV Disclosure Guideline 3.2.6.1. Microenterprise loans are loans made to finance a microenterprise (five or fewer employees). Calculate as follows: sum of microfinance service providers' gross loan portfolio (in the direct microfinance portfolio) dedicated to microenterprise loans/sum of gross loan portfolio of each microfinance service provider in the direct microfinance portfolio.		
IFD 07.2	This is based on MIV Disclosure Guideline 3.2.6.2. Loans for immediate household needs are loans mainly destined to finance consumption and other household needs. Calculate as follows: sum of microfinance service providers' loan portfolio (in the direct microfinance portfolio) dedicated to loans for immediate household needs/sum of gross loan portfolio of each microfinance service provider in the direct microfinance portfolio.		
LOGIC			
IFD 07	This indicator will be applicable if you reported that ≥20% of your total inclusive finance assets are invested directly in microfinance in [05].		
ASSESSMI	ASSESSMENT		
IFD 07	Maximum score: Three ★		
	The assessment of this indicator is based	on your responses to	[07.1, 07.2 & 07.3].
	Indicator scoring methodology		
	Selected response	Level score	Further Details
	Do not track	0	
	Track one option of three applicable options *		
	Track one out of two applicable options  OR		
	Two out of three applicable options		
	Track all applicable options	***	



IFD 08	INDICATOR		
IFD 08.1	In your microfinance portfolio, indicate whether you support the provision of financial services beyond credit, compulsory savings and/or compulsory insurance.		
	O Yes		O No
IFD 08.2	Indicate which of the following services you support.		
	Voluntary savings products		
	Provide examples of how and what you support.	Indicate whether you gather percentage of financial servi portfolio that are offering such	ce providers in your
		O Yes	O No
		If you aggregate this informa organisational level, indicate microfinance providers in the direct portfolio offering such	the percentage of e MIV or organisational
		○ <20, ○ 20-40, ○ 41-60, ○ (	61-80, <b>○</b> >80%
	Voluntary insurance products		
	Provide examples of how and what you support.	Indicate whether you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service.	
		O Yes	O No
		If you aggregate this informa organisational level, indicate microfinance providers in the direct portfolio offering such	the percentage of e MIV or organisational
		○ <20, ○ 20-40, ○ 41-60, ○ (	61-80, <b>○</b> >80%
	Other financial services; specify		
	Provide examples of how and what you support.	Indicate whether you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service.	
		O Yes	O No
		If you aggregate this informa organisational level, indicate microfinance providers in the direct portfolio offering such	the percentage of e MIV or organisational
		○ <20, ○ 20-40, ○ 41-60, ○ 6	61-80, <b>&gt;</b> 80%
	Non-financial services; specify		
	Provide examples of how and what you support.	Indicate whether you gather data regarding the percentage of financial service providers in your portfolio that are offering such a service.	
		O Yes	O No



		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%
IFD 08.3	Additional information [OPTIONAL]	

IFD 08	EXPLANATORY NOTES
IFD 08.1	The PRI recognises that in some jurisdictions, microfinance service providers are not permitted to provide savings and other financial services products. Please indicate whether this is the case in your own portfolio in the box below. You can elaborate on your 'No' response there should you wish to.
	Percentage of inclusive finance portfolio offering in these categories can be calculated as: number of microfinance providers in the MIV or organisational direct portfolio offering such products/total number of microfinance service providers in the MIV or organisational direct portfolio.
	Savings products indicator is based on MIV Disclosure Guideline 3.2.7.1 and the MIX Market MFI data submission form.
	Microsavings products mainly refer to 1) current/checking accounts—an account that allows the holder to write cheques against deposited funds; 2) savings accounts—an account used to deposit money and earn interest on the account over time; 3) fixed-term deposits—deposits that cannot be withdrawn before a date specified at the time of deposit; and/or 4) special purpose savings accounts—a deposit account for private individuals to accrue money for a special purpose and receive interest on the deposited account. Savings required as a condition of an existing or future loan should not be included.
	Insurance indicator is based on MIV Disclosure Guideline 3.2.7.2 and the MIX Market MFI data submission form.
	Microinsurance refers mainly to the following four products: 1) credit life insurance—insurance issued to cover the life of a borrower for an outstanding loan. If the debtor dies prior to repayment of the debt, the policy will pay off the balance of the amount outstanding; 2) life insurance—insurance that guarantees a specific sum of money to a designated beneficiary upon the death of the insured or to the insured if he or she lives beyond a certain age; 3) house insurance—property insurance that covers losses occurring to one's home, its contents, loss of its use, or loss of other personal possessions of the homeowner; and/or 4) livestock and agriculture insurance—coverage for crops in the event of loss or damage and coverage for loss of domestic animals raised for home use or for profit, especially on a farm. Insurance required as a condition of an existing or future loan should not be included.
	Other financial services indicator is based on MIV Disclosure Guideline 3.2.7.3. Other financial services refer to services such as micro pensions, debit/credit cards, money transfers and payments by cheque.
	Non-financial services indicator is based on MIV Disclosure Guideline 3.2.8. Non-financial services refer to enterprise services, adult education, health services, agricultural extension and training and women's empowerment.
LOGIC	
IFD 08	This indicator will be applicable if you reported that ≥20% of your total inclusive finance assets are invested directly in microfinance in [05].



[08.2] will be applicable if 'Yes' is reported in [08.1]. **ASSESSMENT** Maximum score: Three ★ IFD 08 The assessment of this indicator is based on your responses to [08.1 & 08.2]. Indicator scoring methodology Selected response Level score **Further Details** 'No', we do not support the provision of financial services beyond credit, compulsory savings and/or compulsory insurance \*\* 'Yes', we support the provision of financial services beyond credit, compulsory savings and/or compulsory insurance but gather no data 'Yes', we support the \*\*\* provision of financial services beyond credit, compulsory savings and/or compulsory insurance and gather data for at least one option



Encourage providers to introduce innovative products tailored to needs of low-income clients.

Encourage providers to expand their service offering to more remote areas and more vulnerable populations.

	Indicator status	Purpose	Principle
IFD 09	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 1

IFD 09	INDICATOR		
IFD 09.1	Indicate whether you support th	e introduction of services tailored t	o the following client groups.
		O Yes	O No
		Describe how you support the introduction of such services.	
	The very poor	Indicate what percentage of assets you know to be supporting these clients.	
		○ <20, ○ 20-40, ○ 41-60, ○ 6	1-80, <b>&gt;</b> 80%
		<ul> <li>We track at the investee leve information.</li> </ul>	I but do not aggregate this
		• We do not track at the investe	ee level.
	The poor	O Yes	O No
		Describe how you support the introduction of such services.	
		Indicate what percentage of assets you know to be supporting these clients.	
		○ <20, ○ 20-40, ○ 41-60, ○ 6	1-80, O >80%
		• We track at the investee level but do not aggregate this information.	
		O We do not track at the investee level.	
	Low income clients	O Yes	O No
		Describe how you support the services.	introduction of such
		Indicate what percentage of assets you know to be supporting these clients.	
		○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%	
		<ul> <li>We track at the investee leve information.</li> </ul>	I but do not aggregate this



		O We do not track at the investee level.		
		O Yes	O No	
		Describe how you support the introduction of such services.		
	Other; specify	Indicate what percentage of a supporting these clients.	ssets you know to be	
		○ <20, ○ 20-40, ○ 41-60, ○ 6	1-80, ♀>80%	
		<ul> <li>We track at the investee leve information.</li> </ul>	el but do not aggregate this	
		O We do not track at the invest-	ee level.	
IFD 09.2	Indicate whether you collect dat into the following categories.	ta regarding the percentage or number of total active clients that fall		
		O Yes	O No	
Rural		Indicate what percentage of your direct portfolio this represents.		
		○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%		
		O Yes	O No	
	Urban	Indicate what percentage of y represents.	our direct portfolio this	
		○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%		
		O Yes	O No	
	Female	Indicate what percentage of your direct portfolio this represents.		
		○ <20, ○ 20-40, ○ 41-60, ○ 6	1-80, ○ >80%	
IFD 09.3	Additional information			
11 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0 0	[OPTIONAL]			

IFD 09	EXPLANATORY NOTES		
11 15 09	LAF LANATORT NOTES		
	There are various ways of supporting the introduction of such services, for example, via incentives or the provision of technical assistance to support the retail provider in developing such services.		
	Rural indicator is based on MIV Disclosure Guideline 3.2.4.1. Rural areas are settled places outside towns and cities such as villages and hamlets, where most livelihoods are farm-based. 'Farm' includes both crop and non-crop agriculture, e.g., livestock, fishing.		
	Calculate as: sum of number of rural clients of each microfinance service provider in the MIV or organisational direct portfolio/sum of number of active clients of each microfinance service provider in the MIV or organisational direct portfolio.		
IFD 09	Urban indicator is based on MIV Disclosure higher density of population compared to not depend on agriculture as their main ec	the surrounding area	
	Calculate as: sum of number of urban clie organisational direct portfolio/sum of numb in the MIV or organisational direct portfolio	er of active clients of	
	Gender indicator is based on MIV Disclos active borrowers.	sure Guideline 3.2.5.	1. Share of female borrowers in all
	Calculate as: sum of number of female borrowers of each microfinance service pr or organisational direct portfolio/sum of number of male and female (excluding leg borrowers of each microfinance service provider in the MIV or organisational portfolio		
ASSESSME	ENT		
	Maximum score: Three ★		
IFD 09	The assessment of this indicator is based on your responses to [09.1 & 09.2].		
	Indicator scoring methodology		
	Selected response	Level score	Further Details
	All 'No'	0	
	Support the introduction of services for at least one of the client groups listed (IFD 09.1) <b>OR</b>	*	
	Collect the % of clients that are either rural, urban or female (IFD 09.2)		
	Support the introduction of services for at least one of the client groups listed AND Collect the % of clients that are either rural, urban or female  OR	**	
	Support the introduction of services for at least one of the client groups listed AND Provide the % for at least one service		
	Support the introduction of services for at least one of the client groups listed <b>AND</b> Provide the % for at least one service <b>AND</b> Collect the % of clients that are either rural, urban or female	***	



IFD 09	DEFINITIONS	
The very poor	Definition from the Impact Reporting & Investment Standards (IRIS): "The very poor are people living below a recognized absolute extreme poverty line. Commonly recognized extreme poverty lines include (1) persons in the bottom 50% of those living below the poverty line established by the national government, (2) persons living on less than US \$1.00 per day (technically \$1.08 per day per capita at 1993 Purchasing Power Parity (PPP) or on less than of US \$1.25 per day at 2005 PPP), or (3) the USAID extreme poverty line, which varies by country". For updates about poverty lines and Purchasing Power Parity, visit the website: <a href="https://www.povertytools.org">www.povertytools.org</a> .	
The poor	Definition from the Impact Reporting & Investment Standards (IRIS): "The poor are people living below a recognized poverty line. Commonly recognized poverty lines include (1) persons living below the poverty line established by the national government, or (2) persons living on less than US \$2.00 per day in daily per-capita expenditures at 1993 Purchasing Power Parity." For any update about poverty lines and Purchasing Power Parity visit the website: <a href="https://www.povertytools.org">www.povertytools.org</a> .	
Low income	Definition from the Impact Reporting & Investment Standards (IRIS): "Low-income people are individuals living above the poverty line but below the national median income." For updates about poverty lines and Purchasing Power Parity, visit: <a href="www.povertytools.org">www.povertytools.org</a> .	



Supporting retail providers.

	Indicator status	Purpose	Principle
IFD 10	VOLUNTARY	DESCRIPTIVE	PIIF 1

IFD 10	INDICATOR	
IFD 10.1	Indicate whether you provide technical assistance to your investees.	
	O Yes	O No
IFD 10.2	Additional information [OPTIONAL]	

IFD 10	EXPLANATORY NOTES	
IFD 10.1	IFD 10.1 is aligned with MIV Disclosure Guideline 1.3.9. Technical assistance could be provided direct or via a third party.	
IFD 10.2	You may wish to specify the type of technical assistance provided during the reporting year and the extent of the resources allocated.	



# PIIF Principle 2: Client protection

### Possible action

Publicly endorse the Client Protection Principles (CPP).

	Indicator status	Purpose	Principle
IFD 11	MANDATORY	CORE ASSESSED	PIIF 2

IFD 11 INDICATOR		
IFD 11.1	11.1 Indicate whether you have publicly endorsed the Client Protection Principles.	
	○ Yes	
IFD 11.2 Additional information [OPTIONAL]		

IFD 11	EXPLANATORY NOTES		
IFD 11.1	IFD 11.1 is aligned with MIV Disclosure Guideline 3.2.10.1. The Client Protection Principles are part of the Smart Campaign, a microfinance industry-wide initiative that encourages investors to ensure that low-income clients are treated fairly and protected from harmful financial products: <a href="http://www.smartcampaign.org/">http://www.smartcampaign.org/</a> .		
LOGIC			
IFD 11	This indicator will be applicable if you reported that ≥20% of your total inclusive finance assets are invested directly in microfinance in [05].		
ASSESSME	ENT		
IFD 11	Maximum score: Three ★ The assessment of this indicator is based on your responses to [11.1].  Indicator scoring methodology		[11.1].
	Selected response Level score Further Details		Further Details
	'No'		
	'Yes' ***		



	Indicator status	Purpose	Principle
IFD 12	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 2

IFD 12	INDICATOR		
IFD 12.1	Indicate whether you provide training or assistance for your investees in implementing the Clier Protection Principles and/or other client protection measures.		
	O Yes	O No	
IFD 12.2	Additional information [OPTIONAL]		

IFD 12	EXPLANATORY NOTES		
IFD 12.1	Training or assistance can be provided direct or via partners. Quantifying could involve the number and duration of training days provided and to what number of people during the reporting period. This assistance could also include the number of assessments or certifications cofinanced/supported.		
LOGIC			
IFD 12	This indicator will be applicable if you reported that ≥20% of your total inclusive finance assets are invested directly in microfinance in [05].		
ASSESSME	IENT		
IFD 12	Maximum score: Three ★ The assessment of this indicator is based on your responses to [12.1].  Indicator scoring methodology		
	Selected response	Level score	Further Details
	'No'	0	
	'Yes'	***	



IFD 13	INDICATOR		
IFD 13.1	Indicate whether you include the Client Protection Principles and/or other client protect measures in your investment policies.		
	O Yes	O No	
IFD 13.2 Indicate whether this is systematically applied.			
	During due diligence		
	O Yes	O No	
	In covenants in loan agreements and/or in financing or shareholder agreements		
	O Yes	O No	
IFD 13.3 Indicate whether you encourage investees to apply for Client Protection Certification [OPTIONAL]		for Client Protection Certification.	
	O Yes	O No	
IFD 13.4	Additional information [OPTIONAL]		

IFD 13	EXPLANATORY NOTES		
IFD 13.1 and 13.2	IFD 13.1 and 13.2 based on MIV Disclosure Guideline 3.2.10.2.		
IFD 13.3	The Client Protection Certification is an independent, third-party evaluation to publicly recognize financial institutions that meet adequate standards of care in how they treat clients. It enables financial institutions to demonstrate adherence to the microfinance industry's Client Protection Principles. It contributes to a more stable microfinance industry by encouraging practices that aim to ensure prudent, transparent and respectful treatment of clients. Encouraging investees to apply for Client Protection Certification could include making funding contingent on certification (e.g., being certified to receive funding or having a timeframe within which to achieve certification). <a href="http://smartcampaign.org/certification">http://smartcampaign.org/certification</a>		
LOGIC	LOGIC		
IFD 13	This indicator will be applicable if you reported that ≥20% of your total inclusive finance assets are invested directly in microfinance in [05].		
	[13.2] and [13.3] will be applicable if 'Yes' is reported in [13.1].		
ASSESSME	SMENT		
IFD 13	Maximum score: Three ★		
	The assessment of this indicator is based on your responses to [13.1, 13.2 & 13.3].		
	Indicator scoring methodology		



Selected response	Level score	Further Details
'No' we do not include the CPP and/or other client protection measures in our investment policies	0	
'Yes' we include the CPP and/or other client protection measures in our investment policies	*	
'Yes' we include the CPP and/or other client protection measures in our investment policies and systematically apply them <b>either</b> during due diligence <b>OR</b> in covenants in loan agreements and/or in financing or shareholder agreements	**	
'Yes' we include the CPP and/or other client protection measures in our investment policies and systematically apply them <b>both</b> during due diligence <b>and</b> in covenants in loan agreements and/or in financing or shareholder agreements	***	

# PIIF Principle 3: Fair treatment

### Possible action

Provide financing in an appropriate currency and tenor.

	Indicator status	Purpose	Principle
IFD 14	MANDATORY	CORE ASSESSED	PIIF 3

IFD 14	INDICATOR		
IFD 14.1	In relationship to your direct portfolio in debt, indicat currency.	e whether you provide investment in local	
	O Yes	○ No	
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	0, ○ 61-80, ○ >80%	
IFD 14.3 Additional information [OPTIONAL]			

IFD 14	EXPLANATORY NOTES			
IFD 14	This indicator is only applicable if you have direct debt investments.			
IFD 14.2	IFD 14.2 is based on MIV Disclosure Guideline 2.2.2.7.			
IFD 14.3	For example, if you do not provide loans in foreign currency, you may wish to describe whether you take any measures to help your investees in managing the foreign exchange rate.			
LOGIC	LOGIC			
IFD 14	This indicator will be applicable if you reported ≥20% of your organisation's inclusive finance investments are in debt in [04].			
	Within this indicator, [14.2] will be applicab	ole if you report 'Yes' to [14	1.1].	
ASSESSMI	ASSESSMENT			
IFD 14	Maximum score: Three ★			
	The assessment of this indicator is based on your responses to [14.1 & 14.2].			
	Indicator scoring methodology			
	Selected response	Level score	Further Details	



'No' or ≤20%	0	
21-40%	*	
41-60%	**	
>60%	***	

Provide financing in an appropriate currency and tenor.

Actively support the building of a diversified funding base.

	Indicator status	Purpose	Principle
IFD 15	MANDATORY	DESCRIPTIVE	PIIF 3

IFD 15	INDICATOR			
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	Indicate percentage.  ○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%		
	☐ 13 to 24 months	Indicate percentage.  ○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%		
	□ 25 to 60 months	Indicate percentage.  ○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%		
	☐ More than 60 months	Indicate percentage.  ○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%		
IFD 15.2	Indicate whether you have a set limit regarding the maximum fixed income investment exposure of the investees in which you invest.  [OPTIONAL]			
	O Yes	O No		
IFD 15.3	Additional information [OPTIONAL]			

IFD 15	EXPLANATORY NOTES		
IFD 15	This indicator is only applicable if you have direct debt investments.		
IFD 15.2	This refers to the maximum percentage of the investee's total debt that is provided by the respondent in any one investment.		
LOGIC			
IFD 15	This indicator will be applicable if you reported ≥20% of your organisation's inclusive finance investments are in debt in [04].		



Provide financing in an appropriate currency and tenor

Actively support the building of a diversified funding base

	Indicator status	Purpose	Principle
IFD 16	MANDATORY	CORE ASSESSED	PIIF 3

IFD 16	INDICATOR			
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			
	☐ More than 60 months			
IFD 16.2	Indicate whether you have specific policies or procedures in relation to responsible approach exit.			
	O Yes	○ No		
IFD 16.3	Indicate whether you publish policies or procedur Provide a URL.	es in relation to responsible approaches to exit.		
	[OPTIONAL]			
IFD 16.4	Indicate whether you have specific policies or procedures on Return on Equity (ROE) targets or caps in relation to your equity investments.			
	O Yes	O No		
IFD 16.5	Indicate if you publish policies or procedures on F to your equity investments. Provide a URL.	Return on Equity (ROE) targets or caps in relation		
IFD 16.6	Indicate your Return on Equity (ROE) targets; spapplicable.	ecifying different targets for different funds if		
	[OPTIONAL]			
IFD 16.7	Indicate whether you have a set limit regarding the investees in which you invest.	ne maximum equity investment exposure of the		
	O Yes	O No		
IFD 16.8	Additional information			
	[OPTIONAL]			



IFD 16	EXPLANATORY NOTES				
IFD 16	This indicator is only applicable if you have direct equity investments.				
IFD 16.4 and 16.6	This refers to targets or caps at the fund level, i.e., to your organisation as opposed to the individual investment. For mixed funds, this indicator would apply if the fund has >50% in equity.				
IFD 16.7	This refers to the maximum percentage of the investee's total equity capital provided by the respondent in any one investment.				
LOGIC					
IFD 16	This indicator will be applicable if you reported ≥20% of your organisation's inclusive finance investments are in equity in [04].				
	Within this indicator, [16.3] will be applicable if you if you report 'Yes' to [16.4].	report 'Yes' to [	16.2], and [16.5] will be applicable		
ASSESSI	MENT				
IFD 16	Maximum score: Three ★ The assessment of this indicator is based on your responses to [16.2] and [16.4].				
·	Indicator scoring methodology				
	Selected response	Level score	Further Details		
	Do not have specific policies or procedures on exits or (ROE) targets				
	Have specific policies or procedures on either exits <b>OR</b> (ROE) targets ★				
	Have specific policies or procedures on both exits and (ROE) targets  Have specific policies or procedures on both exits and (ROE) targets and publish at least one of them				



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

IFD 17	Indicator status  MANDATORY		Purpose CORE ASS	SESSED	Principle PIIF 3
IFD 17	INDICATOR				
IFD 17.1	Indicate whether 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 whether these practices are formalised in written policies and procedures.		
				O Yes	O No
	☐ Ensure that the investee understands the terms, covenants and their implications prior	Describe your process.		Indicate whether these practices are formalised in written policies and procedures.	
	to signing loan/shareholder documentation.			O Yes	O No
	□ Foster trust and proactive dialogue with investees through straightforward discussions of issues such as a covenant breach.  □ Foster trust and proactive dialogue with investees through straightforward	Describe your proc	ess.	Indicate whether these practices are formalise in written policies and procedures.	
				O Yes	O No
	☐ In the case of material covenant breach, create/participate in a voluntary workout group when applicable, with the goal to help the investee remain a going concern whenever possible.		Indicate whether these in written policies and	practices are formalised procedures.	
			O Yes	O 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 whether these in written policies and	practices are formalised procedures.	
				O Yes O No	O No
				Indicate whether these	practices are formalised



	☐ Encourage investee skills-building on financial projections, scenario planning and stress-testing for management, and financial expertise and governance for directors.	O Yes	O No	
	☐ Other; explain		Indicate whether these practices are formalised in written policies and procedures.	
		O Yes	O No	
	□ None of the above			
IFD 17.2	Additional information [OPTIONAL]			
IFD 17	EXPLANATORY NOTES			
IFD 17	The Lenders' Guidelines for Setting Covenants in Support of Responsible Microfinance provide guidance of specific reasonable covenants for fixed income investors, i.e., covenants that can contribute to ensuring that MFI investees adopt a "responsible financing" behaviour that can ensure that their end clients are not harmed.			
IFD 17.1	Options 'Use the Lenders' Guidelines for Setting Covenants in Support of Responsible Microfinance as an example or reference document and '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' will only applicable if you have direct debt investments.			
LOGIC				
IFD 17	The following options are applicable if you reported ≥20% of your organisation's inclu	sive finance investments are	e in debt in [04].	
	<ul> <li>For fixed income investments: Use the Lenders' Guidelines for Setting Covenants in Support of Responsible Microfinance as an example or reference document.</li> </ul>			
	<ul> <li>For fixed income investments: Train your staff on effective monitoring and conditions, and transition a non-performing loan from loan origination staff to</li> </ul>		s to manage deteriorating	
ASSESSM	IENT			
IFD 17	Maximum score: Three ★ The assessment of this indicator is based on your respons	es to [17.1].		



Indicator scoring methodology			
Selected response	Level score	Further Details	
'None of the above'	0		
One 'yes' selection	*		
Two 'yes' selection	**		
Three or more options selected	***		



# PIIF Principle 4: Responsible Investment

## Possible action

Use the Social Performance Task Force standards and tools to measure and report on social performance.

IFD 18	MANDATORY		DESCRIPTIVE		PIIF 4
IFD 18	INDICATOR				
IFD 18.1	Indicate whether you use the following tools for social performance reporting.				
	Externally developed tools				
	During due diligence				
	O Yes		O No	O We don't traperformance.	ack social
	For monitoring and reporting	purpose	S		
	O Yes O No O We don't track social performance.			ack social	
	Describe the approaches used and frequency of use. [OPTIONAL]				
	In-house tools based on externally developed tools				
	During due diligence				
	O Yes O No O We don't track social performance.			ack social	
	For monitoring and reporting	purpose	s		
	O Yes		O No	O We don't traperformance.	ack social
	Describe the approaches used	d and fre	quency of use. [OPTIC	NAL]	
	Tools developed solely in-hou	ıse			
	During due diligence				
	O Yes		O No	O We don't traperformance.	ack social
	For monitoring and reporting purposes				



O We don't track social

performance.

O Yes

O No

	Describe the approaches used and frequency of use.  [OPTIONAL]
IFD 18.2	Additional information [OPTIONAL]

IFD 18	EXPLANATORY NOTES	
IFD 18	Social performance is the effective translation of an institution's mission into practice in line with accepted social values (SPTF definition). It is about making an organisation's social mission a reality. It may include serving larger numbers of poor and excluded people; improving the quality and appropriateness of financial services; creating benefits for clients; and improving social responsibility of an MFI.  Externally developed tools: See the <u>Universal Standards for Social Performance Management</u> , a set of management standards that apply to all microfinance institutions pursing a double bottom line.	
LOGIC		
IFD 18	Indicators [28-31] will be applicable if you report using any tools in this indicator (in house and/or externally developed).	



	Indicator status	Purpose	Principle
IFD 19	MANDATORY	DESCRIPTIVE	PIIF 4

IFD 19	INDICATOR		
IFD 19.1	Indicate whether you require the retail institutions in which you invest to have an independent financial rating.  O Always		
	O In a majority of cases		
	O In a minority of cases		
	O No		
IFD 19.2	Indicate whether you require the retail institutions in which you invest to have an independent social rating.		
	O Always		
	O In a majority of cases		
	O In a minority of cases		
	O No		
IFD 19.3	Indicate whether you require the retail institutions in which you invest to have an independent social audit.		
	O Yes	O No	
IFD 19.4	Additional information		
	[OPTIONAL]		

IFD 19	EXPLANATORY NOTES
IFD 19	Use of independent audits and ratings is in addition to financial accounting.
	Financial ratings
	Financial performance ratings not only measure the MFI's creditworthiness, but also its trustworthiness and excellence in microfinance. They incorporate features of a credit rating but also include a deeper level of analysis to evaluate the institution's effectiveness in reaching micro entrepreneurs with high quality loans. A financial performance rating is typically an integral assessment of the MFI's global performance (strengths and weaknesses). The performance is awarded a rating or grade according to the evaluator's own scale. The Microfinance Institutional Rating (MIR) is provided by all four specialist microfinance rating agencies and incorporates client protection indicators. For more information about ratings and providers, see www.ratinginitiative.org.
	Social audits/ratings
	Social audits/ratings are an independent assessment of an MFI's social performance. Social audits/ratings assess both social risk (the risk of not achieving its social mission) and social performance (the likelihood of contributing social value). The main difference between an audit and a rating is that in the latter, the performance is awarded a rating or grade according to the evaluator's own scale.



Assist in developing appropriate references for corporate governance issues.

IFD 20	Indicator status  MANDATORY		Purpose  CORE ASSESSED		Principle PIIF 4
IFD 20	INDICATOR				
IFD 20.1	In relation to your due diligence on and monitoring and reporting of corporate governance amount investees, indicate whether you assess the following.			rnance among	
	Compensation of the board of directors and executive directors (i.e., its transparency, the use of benchmarking)				sparency, the
	Pre-investment Pre-investment				
	O Yes		O No	O Not for all o investments in finance	
	Post-investment			1	
	○ Yes		O No	O Not for all o investments in finance	
	Describe what you look at and, if post-investment, the frequency of assessment.  [OPTIONAL]			ent.	
	Composition of the board (i.e., breadth and depth of experience, effective client representation, diversity)			ent	
	Pre-investment Pre-investment				
	O Yes O No Investments in inclusive finance				
	Post-investment				
				O Not for all o investments in finance	
	Describe what you look at and, if post-investment, the frequency of assessment.  [OPTIONAL]			ent.	
	Whether the board receives social performance management-related information from the management team that is analysed and contributes to board decision-making.				
	Pre-investment				
	O Yes		O No	O Not for all o investments in finance	



	Post-investment		
	O Yes	○ No	O Not for all of our investments in inclusive finance
	Describe what you look at and, if post-investment, the frequency of assessment.  [OPTIONAL]		
IFD 20.2	Additional information [OPTIONAL]		

IFD 20	EXPLANATORY NOTES			
IFD 20	Not for all of our investments in inclusive finance: Some of these processes may look different for different entities beyond microfinance in which you may invest, such as banks and holding companies. If so, please indicate that this is the case in IFD 20.2.			
ASSESSME	BESSMENT			
IFD 20	Maximum score: Three ★ The assessment of this indicator is based on your Indicator scoring methodology	responses to	[20.1].	
	Selected response Level Further Details score			
All 'No'  Less than three 'Yes's' in either pre/post-investment <b>OR</b> Less than five 'Not for all investments' in either pre/post-investment		0		
		*		
	Three to four 'Yes's' in either pre/post- investment <b>OR</b> More than four 'Not for all investments' in either pre/post-investment	**		
	More than four 'Yes's' in either pre/post-investment	***		

Assist in developing appropriate references for corporate governance issues.

	Indicator status	Purpose	Principle
IFD 21	VOLUNTARY	DESCRIPTIVE	PIIF 4

IFD 21	INDICATOR		
IFD 21.1	Indicate whether you provide training or assistance for your investees on corporate governance.		
	O Yes	O No	
IFD 21.2	Additional information [OPTIONAL]		

IFD 21	EXPLANATORY NOTES	
IFD 21.1	IFD 21.1 relates to support provided over and above taking a board position and/or participating in governance structures. Training or assistance can be provided direct or via a third party.	
IFD 21.2	IFD 21.2: Training or assistance can be provided direct or via partners. Quantifying could involve the number and duration of training days provided and to what number of people during the reporting period. If you have provided training or assistance during the reporting period, please quantify when possible and if and how your policy differs for debt and equity investments.	



Assist in developing appropriate references for corporate governance issues.

	Indicator status	Purpose	Principle
IFD 22	VOLUNTARY	DESCRIPTIVE	PIIF 4

IFD 22	INDICATOR
IFD 22.1	In relation to your direct portfolio in equity (as reported in IFD 04), indicate what percentage of investees you either have board seats with, or with which you have selected a board member.
IFD 22.2	Indicate how frequently you participate in meetings.
	<ul> <li>Monthly or more</li> <li>Quarterly</li> <li>Semi-annually</li> <li>Annually</li> <li>Every two years or less</li> <li>Ad hoc</li> <li>We do not track this information.</li> </ul>
IFD 22.3	For those equity investments in which you do not hold board seats, indicate how you attain or maintain influence.
IFD 22.4	Additional information [OPTIONAL]

IFD 22	EXPLANATORY NOTES		
IFD 22.1	This indicator is only applicable if you have direct equity investments.		
LOGIC			
IFD 22	This indicator will be applicable if you reported ≥20% of your organisation's inclusive finance investments are in equity in [04].  Within this indicator, [22.2] is applicable if you report ≥20% in [22.1].		



Assist in developing appropriate references for environmental issues.

	Indicator status	Purpose	Principle
IFD 23	MANDATORY	CORE ASSESSED	PIIF 4

IFD 23	INDICATOR		
IFD 23.1	Indicate whether you have a procedure to integrate the consideration of environmental issues in your investment decision processes.		
	O Yes		
	O for all inclusive finance investments		
	O for a majority of inclusive finance investments		
	O for a minority of inclusive finance investments		
	O No		
IFD 23.2	Describe how your procedure to integrate the consideration of environmental issues in your investment decisions processes affects decisions pre-investment.		
	[OPTIONAL]		
IFD 23.3	Describe how your procedure to integrate the consideration of environmental issues in your investment decisions processes affects decisions post- investment.		
[OPTIONAL]			
IFD 23.4	Indicate whether you ask your investees to comply with an environmental exclusion list.		
	○ Yes, for all investees		
	○ Yes, for a majority of investees		
	○ Yes, for a minority of investees		
	O No		
IFD 23.5	Additional information		
	[OPTIONAL]		

IFD 23	EXPLANATORY NOTES
IFD 23.1	IFD 23.1 is based on MIV Disclosure Guideline 3.1.3. Common environmental issues associated with inclusive finance investments include pollution (waste, water, air), use of chemicals and pesticides, use of energy and destruction of forest (brick-burning, charcoal production and wood logging). For further information and guidance, FMO has produced MFI and SME Sustainability and Guidance tools, primarily designed for MFIs and SME banks, that explain how to implement E&S evaluations and follow-up processes in alignment.
IFD 23.4	IFD 23.4 is aligned with MIV Disclosure Guideline 3.1.2. An environmental exclusion list refers to a set of minimum environmental standards/practices and/or a list of activities that cannot be financed by the investee because of risks on the environment.



LOGIC					
IFD 23	[23.2] and [23.3] will be applicable if 'Yes' is reported in [23.1].				
ASSESSI	MENT				
IFD 23	Maximum score: Three ★ The assessment of this indicator is based on your responses to [23.1].  Indicator scoring methodology				
	Selected response Level score Further Details  'No' •				
	'Yes, for a minority of inclusive finance investments'				
	'Yes, for a majority of inclusive finance investments'	**			
	'Yes, for all inclusive finance ★★★ investments'				

Promote implementation of anti-corruption practices.

	Indicator status	Purpose	Principle
IFD 24	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 4

IFD 24	INDICATOR		
IFD 24.1	Indicate whether you have anti-corruption policies.		
	<ul><li>Yes, published</li><li>Yes, but not published</li><li>No</li></ul>		
IFD 24.2	Indicate whether you have internal whistle-blow	wing policies.	
	<ul><li>Yes, published</li><li>Yes, but not published</li><li>No</li></ul>		
IFD 24.3	Indicate whether you review whether your investees have anti-corruption policies as part of your due diligence process.		
	O Yes	O No	
IFD 24.4	Indicate whether you review whether your investees have internal whistle-blowing policies as part of your due diligence process.		
	O Yes	O No	
IFD 24.5	Additional information [OPTIONAL]		

IFD 24	EXPLANATORY NOTES				
IFD 24.5	For example, if you do promote the implementation of anti-corruption policies, please describe how.				
ASSESSME	ASSESSMENT				
IFD 24	Maximum score: Three ★ The assessment of this indicator is based on your responses to [24.1 & 24.2].  Indicator scoring methodology				
	Selected response Level score Further Details				
	Do not have anti-corruption policies OR internal whistle-blowing policies				
	Have either anti-corruption policy OR internal whistle-blowing policy				



Have both anti-corruption policies and internal whistle-blowing policies	**	
Have anti-corruption policies and internal whistle-blowing policies and both are published	***	

# PIIF Principle 5: Transparency

## Possible action

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

	Indicator status	Purpose	Principle
IFD 25	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 5

IFD 25	INDICATOR
IFD 25.1	Indicate how your mission and investment objectives are communicated to stakeholders (e.g., investees, investors).
	<ul><li>Publicly,</li><li>Provide a URL:</li><li>Selected stakeholders only</li><li>On request only</li></ul>
IFD 25.2	Additional information [OPTIONAL]

IFD 25	EXPLANATORY NOTES			
ASSESSME	ENT			
IFD 25	Maximum score: Three ★  The assessment of this indicator is based on your responses to [25.1].			
	Indicator scoring methodology			
	Selected response Level score Further Details			
	No response	0		
	Mission and objectives provided on request only	*		
	Mission and objectives provided to selected stakeholders only	**		
	Mission and objectives communicated publicly	***		



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

	Indicator status	Purpose	Principle
IFD 26	MANDATORY	CORE ASSESSED	PIIF 5

IFD 26	INDICATOR		
IFD 26.1	Other than the PRI/PIIF, indicate whether you provide your investors and/or the public with information aligned with industry standards.		
	O Yes	○ No	
IFD 26.2	Do you provide information aligned with:		
	☐ The MIV Disclosure Guidelines.		
	<ul><li>Yes, to our investors only</li></ul>		
	O Yes, to the public		
	☐ The Impact Reporting & Investment Standards (IRIS).  ☐ Yes, to our investors only  ☐ Yes, to the public		
	☐ Other; specify		
	O Yes, to our investors only		
	O Yes, to the public		
IFD 26.3	Additional information		
	[OPTIONAL]		

IFD 26	EXPLANATORY NOTES		
IFD 26.1	The MIV Disclosure Guidelines provide a set of standardised indicators against which microfinance investment institutions/vehicles (see Appendix 1 for definitions and guidance) can disclose. Disclosure includes information on MIVs' profiles, including legal information, investment strategy, selected indicators to assess financial performance and ESG policies. For the full set of MIV Disclosure Guidelines, see <a href="http://www.cgap.org/research/publication/microfinance-investment-vehicles-disclosure-guidelines">http://www.cgap.org/research/publication/microfinance-investment-vehicles-disclosure-guidelines</a>		
	Impact Reporting & Investment Standards (IRIS) is a common language for describing the social and environmental performance of an organisation. IRIS provides an independent and credible set of metrics for organisations to use when reporting their impact. IRIS indicators span an array of performance objectives and include specialised metrics for a range of sectors, including financial services: <a href="http://iris.thegiin.org/">http://iris.thegiin.org/</a> .		
IFD 26.3	For example, if applicable, please explain whether you prioritise any industry standards and/or indicators in particular and the percentage of your assets that such reporting covers.		
LOGIC			
IFD 26.2	[IFD 26.2] will be applicable if you report 'Yes' in [IFD 26.1]		
ASSESSI	ASSESSMENT		



IFD 26	Maximum score: Three ★  The assessment of this indicator is based on your responses to [26.1 & 26.2].  Indicator scoring methodology		
	Selected response	Level score	Further Details
	'No'	0	
	'Yes, to investors only'	**	Aligned with at least one standard or guideline
	'Yes, to public'	***	Aligned with at least one standard or guideline

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.



	Indicator status	Purpose	Principle
IFD 27	MANDATORY	CORE ASSESSED	PIIF 5

IFD 27	INDICATOR		
IFD 27.1	Indicate whether 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		
	O Yes	O No	
	Other terms and conditions		
	O Yes	O No	
IFD 27.2	Indicate how you ensure this for pricing and provide examples.		
IFD 27.3	Indicate how you ensure this for other terms/conditions and provide examples.		
IFD 27.4 Additional information			
	[OPTIONAL]		

IFD 27	EXPLANATORY NOTES		
IFD 27.1	For example, encouraging transparent pricing could include encouraging the use by investees of declining balance rates on loans; and/or encouraging the disclosure of investees' interest rates (APR and effective interest rates) and all additional fees on the institutions' website and in loan documentation.		
LOGIC			
IFD 27	[IFD 27.2] will be applicable if yo	ou report 'Yes' for 'pricing' in [IFD 2	27.1]
	[IFD 27.3] will be applicable if yo	ou report 'Yes' for 'other terms and	conditions' in [IFD 27.1]
ASSESSN	ASSESSMENT		
IFD 27	Maximum score: Three ★  The assessment of this indicator is based on your responses to [27.2 & 27.3].		
	Indicator scoring methodology		
	Selected response	Level score	Further Details
	Both 'No'	0	
	Either 'Yes'	**	
	Both 'Yes'	***	



# PIIF Principle 6: Balanced returns

## Possible action

IFD 28	MANDATORY	COR	E ASSESSED	PIIF 6
IFD 28	INDICATOR			
IFD 28.1	Indicate whether the social performance of investees affects the following.			
	Investment decision-making			
	O Yes		O No	
	Portfolio management			
	O Yes		O No	
IFD 28.2	Explain how social performance of investees affects investment decision-making.			
IFD 28.3	Explain how social performance of investees affects portfolio management.			
IFD 28.4	Additional information			
	[OPTIONAL]			

IFD 28	EXPLANATORY NOTES
LOGIC	
IFD 28	This indicator will be applicable if you report using any tools for social performance reporting (in house and/or externally developed) in [18.1].
	Within this indicator:
	[28.2] will be applicable if you report 'Yes' to investment decision-making in [28.1]; and
	[28.3] will be applicable if you report 'Yes' to portfolio management in [28.1].
ASSESSME	ENT
IFD 28	Maximum score: Three ★
	The assessment of this indicator is based on your responses to [28.2 & 28.3].



	Indicator scoring methodology		
	Selected response	Level score	Further Details
	Both 'No'	0	
	Either 'Yes'	**	
	Both 'Yes'	***	



	Indicator status	Purpose	Principle
IFD 29	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 6

IFD 29	INDICATOR	
IFD 29.1 Indicate whether your staff have monetary incresponsible investment in inclusive finance.		ncentives or performance objectives related to
	O Yes	O No
IFD 29.2	Additional information	

IFD 29	EXPLANATORY NOTES		
LOGIC			
IFD 29	This indicator will be applicable if you report using any tools for social performance reporting (in house and/or externally developed) in [18.1].		
ASSESSI	MENT		
IFD 29	Maximum score: Three ★ The assessment of this indicator is based on your responses to [29.1].		
	Indicator scoring methodology		
	Selected response	Level score	Further Details
	'No'	0	
	'Yes'	***	



	Indicator status	Purpose	Principle
IFD 30	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 6

IFD 30	INDICATOR	
IFD 30.1	Indicate whether you collect data regarding the social outcomes of your investees' work.	
	O Yes	O No
IFD 30.2	Additional information [OPTIONAL]	

IFD 30	EXPLANATORY NOTES		
IFD 30.1	Outcomes refer to the intended result, effect or consequence that will occur from investees' programmes or activities, as distinct from the programmes or activities themselves and their outputs, for example, the collection of client income surveys for outcome studies, or the use of the Progress out of Poverty index (PPI) to monitor poverty alleviation. Data collection and analysis could be direct or via a third party.		
IFD 30.2	For example, elaborate on the ty	pe of social outcomes data you co	ollect.
LOGIC	LOGIC		
IFD 30	This indicator will be applicable if you report using any tools for social performance reporting (inhouse and/or externally developed) in [18.1].		
ASSESSM	ASSESSMENT		
IFD 30	Maximum score: Three ★  The assessment of this indicator is based on your responses to [30.1].		
	Indicator scoring methodolog	у	
	Selected response	Level score	Further Details
	'No'	0	
	'Yes'	***	



	Indicator status	Purpose	Principle
IFD 31	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 6

IFD 31	INDICATOR	
IFD 31.1	Indicate whether you incentivise investees to track social performance.	
	O Yes	O No
IFD 31.2	Explain how you incentivise investees to track social performance.	
IFD 31.3	Additional information	
2 0	[OPTIONAL]	

IFD 31	EXPLANATORY NOTES		
IFD 31.2	For example, for fixed income investors, is there a discount on the interest rate available when environmental, social or governance performance is positive?		
LOGIC			
IFD 31	This indicator will be applicabl house and/or externally develo	e if you report using any tools for ped) in [18.1].	social performance reporting (in-
	[31.2] will be applicable if 'Yes'	is reported in [31.1].	
ASSESSME	ASSESSMENT		
IFD 31	Maximum score: Three ★		
ורט או	The assessment of this indicate	or is based on your responses to [	31.1].
	Indicator scoring methodology		
	Selected response	Level score	Further Details
	'No'	0	
	'Yes'	***	



# PIIF Principle 7: Standards

# Possible action

Participate in networks to share tools, information and resources.

	Indicator status	Purpose	Principle
IFD 32	MANDATORY	CORE ASSESSED	PIIF 7

IFD 32	INDICATOR
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
	O Yes
	O Basic
	○ Moderate
	O Advanced
	O No
	The Smart Campaign
	O Yes
	O Basic
	○ Moderate
	○ Advanced
	O No
	Social Performance Task Force
	O Yes
	○ Basic
	○ Moderate
	○ Advanced
	O No
	Financial Inclusion Equity Council (formerly CMEF)
	O Yes
	○ Basic
	<ul><li>→ Moderate</li></ul>
	○ Advanced
	O No



	European Microfinance Platform (eMFP)
	O Yes
	O Basic
	O Moderate
	O Advanced
	○ No
	Global Impact Investors Network (GIIN)
	O Yes
	O Basic
	<ul> <li>○ Moderate</li> </ul>
	O Advanced
	○ No
	Other network, association memberships and/or specific collaboration related to the promotion of inclusive finance; specify
	O Yes
	O Basic
	O Moderate
	O Advanced
	○ No
IFD 32.2	If you have indicated that your organisation was involved in any of the above, please provide a brief commentary.
	[OPTIONAL]
IFD 32.3	Additional information
	[OPTIONAL]

IFD 32	EXPLANATORY NOTES		
ASSESSI	MENT		
IFD 32	Maximum score: Three ★  The assessment of this indicator is based on your responses to [32.1]. This indicator assesses signatories' involvement in collaborative initiatives. A higher level of involvement will receive higher credit than being involved in many organisations/initiatives.		
	Indicator scoring methodology		
	Selected response Level score Further Details		Further Details
	All 'No'	0	
	'Basic' role in any initiative ★		
	'Moderate' role in any initiative	**	



'Advanced' role in any	***	
initiative		

IFD 32	DEFINITIONS		
Basic role	Select this category if at least one of these activities applies to your organisation:		
	<ul> <li>joined or signed up to an initiative;</li> </ul>		
	attended conferences as a participant; and/or		
	• attended one or two meetings arranged by the initiative to be informed of its progress.		
	Select this category if at least one of these activities applies to your organisation:		
Madayata	<ul> <li>acted ad hoc as a public spokesperson for the initiative;</li> </ul>		
Moderate role	<ul> <li>participated to some degree in advancing the initiative by preparing position papers and joint statements; and/or</li> </ul>		
	<ul> <li>contributed to the organisation or content of events organised by the initiative.</li> </ul>		
	Select this category if at least one of these activities applies to your organisation:		
Advenced	<ul> <li>played a leading role in the initiative by preparing position papers and joint statements;</li> </ul>		
Advanced role	regularly acted as a public spokesperson for the initiative and actively promoted it; and/or		
	<ul> <li>provided significant operational, content development and/or financial support to the initiative beyond basic membership requirements.</li> </ul>		



Participate in networks to share tools, information and resources.

	Indicator status	Purpose	Principle
IFD 33	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 7

IFD 33	INDICATOR				
IFD 33.1	Indicate whether you encourage your investees to be a member of/endorse the following.				
	Social Performance Task Force				
	O Yes	O No			
	Describe how you have supported them in implementation (direct or via a thi during the reporting year.				
	Indicate what percentage of investees, as a poportfolio, is a member of/has endorsed this.	ercentage of your direct inclusive finance			
	○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%				
	☐ We do not track this information.				
	The Smart Campaign				
	O Yes	O No			
	Describe how you have supported them in implementation (direct or via a third party) during the reporting year.				
	Indicate what percentage of investees, as a percentage of your direct inclusive finance portfolio, is a member of/has endorsed this.				
	○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%				
	☐ We do not track this information.				
	Other network and association memberships promotion of inclusive finance; specify	and/or specific collaboration related to the			
	O Yes	○ No			
	Describe how you have supported them in im during the reporting year.	plementation (direct or via a third party)			
	Indicate what percentage of investees, as a poportfolio, is a member of/has endorsed this.	ercentage of your direct inclusive finance			
	○ <20, ○ 20-40, ○ 41-60, ○ 61-80, ○ >80%				
	☐ We do not track this information.				
IFD 33.2	Additional information				
55	[OPTIONAL]				



IFD 33	EXPLANATORY NOTES		
IFD 33	For a map of responsible investment initiatives in microfinance, see <a href="http://www.unpri.org/wp-content/uploads/Rlinitiativesinmicrofinance.pdf">http://www.unpri.org/wp-content/uploads/Rlinitiativesinmicrofinance.pdf</a> . An accompanying description can be found at <a href="http://www.unpri.org/wp-content/uploads/2012-11Reponsibleinvestmentinitiativesaccompanyingbriefing.pdf">http://www.unpri.org/wp-content/uploads/2012-11Reponsibleinvestmentinitiativesaccompanyingbriefing.pdf</a> .		
ASSESSI	SMENT		
IFD 33	Maximum score: Three ★  The assessment of this indicator is based on your responses to [33.1].		
	Indicator scoring methodology		
	Selected response	Level score	Further Details
	'No'	0	
	'Yes', for any of the above	***	

Contribute to advancing benchmarking as an incentive for improvement.

	Indicator status	Purpose	Principle
IFD 34	VOLUNTARY	ADDITIONAL ASSESSED	PIIF 7

IFD 34	INDICATOR		
IFD 34.1	Indicate whether you encourage your investees to participate in initiatives that contribute to the development of industry benchmarks.		
	MIX Market		
	O Yes	O No	
	Describe which actions you have taken and c against the MIX Social Performance Indicator		
	MFTransparency		
	O Yes	O No	
	Describe which actions you have taken.		
	Universal Standards for Social Performance Measurement		
	O Yes	O No	
	Describe which actions you have taken.		
	Other; specify		
	O Yes	O No	
	Describe which actions you have taken.		
IFD 34.2	Additional information		
	[OPTIONAL]		



#### IFD 34 EXPL

#### **EXPLANATORY NOTES**

The MIX's primary objective is to increase transparency in the microfinance industry through data collection and analysis. To meet this objective, MIX presents a range of data on MFIs, from financial and operational data to data on social performance, products and funding structure. MFIs voluntarily provide data to the MIX and can submit this using the MIX's downloadable data form (available in multiple languages) and sending any reports that may already contain the information required (i.e., ratings, annual reports, donor/investor reports and audits). MFIs can also submit core social performance indicator data.

MFTransparency encourages the microfinance industry to be open and transparent regarding the true price of loan products and to provide the information clearly and consistently. It collects and publishes data on loan pricing to help investors and other industry stakeholders make comparisons. Through the Global Transparency Pricing Initiative, microfinance service providers of all types, including NGOs, banks and cooperatives, can participate by submitting their microloan pricing data. It works on a country-by-country basis and does not publish data for any country until it has a large majority of that market represented. As of 2012, MFTransparency had data on the following countries: Azerbaijan, Bolivia, Bosnia and Herzegovina, Cambodia, Colombia, Ecuador, Ethiopia, Ghana, India, Kenya, Malawi, Mozambique, Philippines, Rwanda, Tanzania, Uganda and Zambia. For MFIs in countries not yet covered, MFTransparency can provide an official Pricing Certification following indepth analysis.

**IFD 34** 

Developed through broad industry consultation and launched in 2012, the <u>SPTF Universal Standards</u> for <u>Social Performance Management</u> are a set of management standards that apply to all microfinance institutions pursing a double bottom line. Meeting the standards signifies that an institution has "strong" social performance management (SPM) practices. To achieve this, institutions must:

- 1. define and monitor social goals;
- 2. ensure board, management and employee commitment to social goals;
- 3. treat clients responsibly:
- design products, services, delivery models and channels that meet clients" needs and preferences;
- 5. treat employees responsibly; and
- 6. balance financial and social performance

The standards are voluntary and aspirational, but MFIs (particularly SPTF members) are encouraged to use them to guide their strategies for achieving stronger social performance management and to self-regulate their social performance.

#### **ASSESSMENT**

#### **IFD 34**

Maximum score: Three ★

The assessment of this indicator is based on your responses to [34.1].

#### Indicator scoring methodology

Selected response	Level score	Further Details
'No'	0	
'Yes', any of the above	***	

