

# **Kuwait Finance House (Bahrain) B.S.C.(c)**

## **Public Disclosure**

31 December 2017



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## 1 Group Structure {PD-1.3.6(a)}

The public disclosures under this section have been prepared in accordance with the Central Bank of Bahrain ("CBB") requirements outlined in its Public Disclosure Module ("PD"), Section PD-1: Annual Disclosure requirements, CBB Rule Book, Volume II for Islamic Banks. Rules concerning the disclosures under this section are applicable to Kuwait Finance House (Bahrain) B.S.C. (c) ("KFH Bahrain" or "the Bank") being a locally incorporated Bank with an Islamic retail banking license and its subsidiaries, together known as ("the Group"). All amounts presented in the document are in Bahraini Dinar and rounded off to the nearest thousand. The shareholding structure as at 31 December 2017 is as follows:

Name	Number of shares	Nominal Value	Shareholding Percentage	Nationality
Kuwait Finance House K.S.C.	1,325,169,277	132,516,928	99.999%	Kuwaiti
Khalid Mohammed Al-Maarafi	17,714	1,771	0.001%	Bahraini
<b>Total</b>	<b>1,325,186,991</b>	<b>132,518,699</b>	<b>100%</b>	

The above shareholding structure is consistent with the prior year.

The Board of Directors (the "Board") at KFH Bahrain seeks to optimise the Group's performance by enabling the business units to realise the Group's business strategy and meet agreed business performance targets by operating within the agreed capital and risk parameters and the risk policy framework.



## 2 Capital Adequacy {PD-1.3.11, PD-1.3.16}

The Group manages the capital base to cover risks inherent in the business. The adequacy of the Group's capital is monitored using, among other measures, the rules and ratios established by the Basel Committee on Banking Supervision ("BIS rules/ratios") and adopted by the CBB in supervising the Bank.

The primary objectives of the Group's capital management are to ensure that the Group complies with externally imposed capital requirements and that the Group maintains healthy capital ratios in order to support its business and to maximise shareholders' value.

Regulatory capital consists of Tier 1 capital (core capital) and Additional Tier 1 and Tier 2 capital (supplementary capital). Tier 1 comprises share capital, share premium, statutory reserve, general reserve, retained earnings (including current year's profit), foreign currency translation reserve, unrealised net gains arising from fair valuing equities and minority interest less goodwill. Additional Tier 1 and Tier 2 capital include instruments issued by the parent company, general financing loss provisions and asset revaluation reserves. Certain adjustments are made to the financial results and reserves, as prescribed by the CBB in order to comply with Capital Adequacy (CA) Module issued by the CBB. From the regulatory perspective, the significant amount of the Group's capital is in Tier 1.

The Group's approach to assessing capital adequacy has been in line with its risk appetite in the light of its current and future activities. To assess its capital adequacy, the Group follows the Standardised Approach for the Credit and Market Risk, and the Basic Indicator Approach for the Operational Risk.

The Bank's capital adequacy policy is to maintain a strong capital base to support the development and growth of the business. Current and future capital requirements are determined on the basis of expectations for each business group, expected growth in off-balance sheet facilities and future sources and uses of funds. In achieving an optimum balance between risk and return, the Bank has established an Internal Capital Adequacy Assessment Program (ICAAP) which quantifies the economic capital requirements for the key risks that the Bank is exposed to including credit risk, investment risk, liquidity risk, strategic risk, profit rate risk, reputation risk, operational risk, and concentration risk. The Bank also conducts comprehensive stress tests for various portfolios and assesses the impact on the capital and profitability. In addition, the Bank's stress testing frameworks and models allow for forward looking scenarios, which is considered for business growth strategies. The ICAAP of the Bank is driven by the Board through the Capital Adequacy Strategy and the ICAAP Policy. In case a plausible stress scenario is identified which may severely affect the capital adequacy of the Bank, the senior management decides an appropriate corrective action to be taken under such a scenario.

For the purpose of computing CAR the Bank does not consolidate any of its subsidiaries.

Investment in unconsolidated subsidiaries are risk weighted as per the requirement of CA Module.

All transfer of funds within the Group is only carried out after proper approval process.



The following is the list of legal entities that are included within the accounting scope of consolidation but excluded from the regulatory scope of consolidation:

S.No.	Name of the entity	Total assets (BD '000)	Total equity (BD '000)	Principal activities
1	Al-Enma House for Real Estate B.S.C. (c)	14,873	13,024	The company is engaged in property management of commercial, industrial and residential buildings and the provision of security services to buildings and facilities.
2	Kuwait Finance House - Jordan	28,204	28,140	The company and its subsidiaries are engaged in investment advisory and investments in private equities and real estate development.
3	Ishbiliya Village W.L.L.	22,587	21,600	The principal activity of the company is to invest in and develop real estate projects and consequently buying, selling and marketing of such properties.
4	Baytik Investments One S.P.C.	882	878	The company has been established as a special purpose vehicle to hold investments in various entities.
5	Baytik Investments Two S.P.C.	937	933	The company has been established as a special purpose vehicle to hold investments in various entities.
6	Delmon 1 Co. W.L.L.	20	20	The Company was established for the purpose of providing financing. The principal activity of the Company is management of commercial and industrial centers and residential buildings.
7	Baytik Industrial Investments Company W.L.L.	180	180	The Company has been established to invest in industrial projects and to undertake joint ventures with other companies engaged in similar activities.
8	Baytik Infrastructure Holding W.L.L.	945	945	The Company has been established to act as a holding company for a group of commercial, industrial or service companies.
9	Royal Arabian W.L.L.	274	274	The principal activity of the Company is to buy, sell, manage, develop and operate tourism equestrian sports town.

## 2.1 Quantitative Disclosures

**Table – 1. Capital Structure**

**Amount in BD `000**

<b>CAPITAL STRUCTURE</b>	
<b>Capital Structure (PD-1.3.11,1.3.12, 1.3.13,1.3.14, 1.3.15) *</b>	
<b>Components of Capital</b>	
<b>Common Equity Tier 1 (CET1)</b>	
Issued and fully paid ordinary shares	132,519
Share premium	-
Statutory reserve	19,768
General reserve	-
Treasury shares	-
Retained earnings	23,395
Accumulated other comprehensive income and losses (and other reserves)	(1,979)
Total CET1 capital prior to regulatory adjustments	173,703
<b>Regulatory adjustments from CET1:</b>	
Regulatory adjustments from CET1	-
	<hr/>
<b>Total Common Equity Tier 1 capital after the regulatory adjustments above</b>	173,703
<b>Other Capital (AT1 &amp; T 2):</b>	
Instruments issued by parent company (Note 1)	84,825
Assets revaluation reserve - property, plant, and equipment	-
General financing loss provisions	7,434
<b>Total Available AT1 &amp; T2 Capital</b>	<hr/> 92,259
<b>Total Capital</b>	<hr/> <b>265,962</b> <hr/>

Note 1: The instrument issued by the Parent is in the form of subordinated Wakala with a maturity of below five years as of 31 December 2017. The repayments of this Wakala is subject to the prior approval of the CBB.

Note 2: investment in unconsolidated subsidiaries has not led to any significant threshold breaches.

\* For the purposes of guidance we have cross referenced every table with the relevant section of the CBB's Public Disclosures Module.

**Table – 2. Capital Requirement by Type of Islamic Financing Contract.** **Amount in BD '000**

<b>CAPITAL ADEQUACY</b>	
<b>Regulatory Capital Requirements (PD-1.3.17) by Each Type of Islamic Financing Contracts</b>	
<b>Type of Islamic Financing Contracts</b>	<b>Capital Requirement</b>
Murabaha contracts with Banks	346
<b>Financing contracts with customers</b>	
-Murabaha	67,281
-Ijarah	2,834
-Musharakah	55
<b>Total</b>	<b>70,516</b>

**Table – 3. Capital Requirement for Market and Operational Risk** **Amount in BD '000**

<b>CAPITAL ADEQUACY</b>		
<b>Capital Requirements for Market Risk (PD-1.3.18) &amp; Operational Risk (PD-1.3.19) &amp; 1.3.30(a)</b>		
<b>Particulars</b>	<b>Risk Weighted Assets</b>	<b>Capital Requirement</b>
Market Risk - Standardised Approach	31,715	3,964
Operational Risk - Basic indicator approach	176,254	22,032

**Table – 4. Capital Ratios** **Amount in BD '000**

<b>CAPITAL ADEQUACY</b>		
<b>Capital Adequacy Ratios (PD-1.3.20)</b>		
<b>Particulars</b>	<b>Total Capital Ratio</b>	<b>Tier 1 Capital Ratio</b>
	%	%
Consolidated Ratios	24.3%	15.8%

**Table – 5. Three Step Approach to Reconciliation (Appendix PD - 2)**

<b>(PD-A.2.10, A.2.10A, )</b>	<b>Balance Sheet as Published in Financial Statements</b>	<b>Consolidated PIRI Data</b>	<b>Reference - Common Disclosure Template for Capital</b>
	<b>As at Period End</b>	<b>As at Period End</b>	
	<b>(BD '000)</b>	<b>(BD '000)</b>	
<b>Assets</b>			
Cash and balances with banks and Central Bank of Bahrain	66,962	65,588	
Due from banks	46,107	46,107	
Financing contracts	744,986	744,986	
Financing contracts - collective impairment provision	(7,434)	(7,434)	50
Investments	7,747	6,005	
Investment in sukuk	157,065	157,065	
Investments in unconsolidated subsidiaries	-	45,738	
Investment in associates	12,599	2,545	
Investment in real estate	-	-	
Receivables and other assets	272,856	237,070	
Premises and equipments	9,437	9,429	
<b>Total assets</b>	<b>1,310,325</b>	<b>1,307,099</b>	
<b>Liabilities</b>			
Customers' current accounts	135,098	136,865	
Due to banks and financial institutions	325,084	325,084	
Customers' murabaha accounts	73,609	73,609	
Other liabilities	23,101	19,274	
Subordinated wakala payable	94,250	94,250	
Equity of Investment Account Holders	477,676	484,314	
<b>Total liabilities</b>	<b>1,128,818</b>	<b>1,133,396</b>	
<b>Shareholders' Equity</b>			
Share capital *	132,519	132,519	1
Share Premium *	-	-	1
Treasury shares *	-	-	1
Retained earnings and unrealized gains *	21,416	21,416	2 & 3
Assets revaluation reserve - property, plant and equipment	-	-	50
Other reserves *	19,768	19,768	3
Non-controlling shareholders	7,804	-	
<b>Total Shareholders' Equity</b>	<b>181,507</b>	<b>173,703</b>	

\* These amounts are eligible for CET1





Table – 6. Main Features of Regulatory Capital Instruments (Appendix PD - 3)

S.No.	Description	Tier 1	Tier 2
1	Issuer	Kuwait Finance House (Bahrain) B.S.C. (c)	Kuwait Finance House (Bahrain) B.S.C. (c)
2	Unique identifier (e.g. CUSP, ISIN or Bloomberg identifier for private placement)	N/A	
3	Governing law(s) of the instrument	1. Central Bank of Bahrain; and 2. Ministry of Industry, Commerce and Tourism	1. Central Bank of Bahrain. 2. Bahrain Law.
	<i>Regulatory treatment</i>		
4	Transitional CBB rules	Common Equity Tier 1	Tier 2
5	Post-transitional CBB rules	Common Equity Tier 1	Eligible
6	Eligible at solo/group/group & solo	Solo and Group	Solo and Group
7	Instrument type (types to be specified by each jurisdiction)	Paid Up Capital, Reserves and Retained Earning	Subordinated Wakala
8	Amount recognised in regulatory capital (Currency in mil, as of most recent reporting date)	BD 173,703 (thousands)	BD 84,825 (thousands)
9	Par value of instrument	BD 0.100	N/A
10	Accounting classification	Shareholders' Equity	Liability - Amortised
11	Original date of issuance	January-02	July-17
12	Prepetual or date	Perpetual	Dated
13	Original maturity date	No Maturity	July-22
14	Issuer call subject to prior supervisory approval	No	Yes
15	Optional call date, contingent call dates and redemption amount	N/A	Call date is any date falling not less than 5 years from the original date of issuance specified above. The prepayment may be done partially or in full.
16	Subsequent call dates, if applicable	N/A	same as above (note15)
	<i>Coupons / dividends</i>		
17	Fixed or floating dividend/coupon	Based on the performance of the Bank and approval of the AGM.	Floating
18	Coupon rate and any related index	N/A	6 Month LIBOR + 1% per annum
19	Existence of a dividend stopper	No	Yes
20	Fully discretionary, partially discretionary or mandatory	Fully Discretionary	Mandatory
21	Existence of step up or other incentive to redeem	No	No
22	Noncumulative or cumulative	Non - Cumulative	Cumulative



**Table – 6. Main Features of Regulatory Capital Instruments (Appendix PD - 3) (Continued)**

23	Convertible or non-convertible	N/A	Convertible
24	If convertible, conversion trigger (s)	N/A	Common Equity Tier 1 Ratio falls below 7% or as specified by the CBB from time to time
25	If convertible, fully or partially	N/A	Partially, to restore the Common Equity Tier 1 ratio to 7%.
26	If convertible, conversion rate	N/A	N/A
27	If convertible, mandatory or optional conversion	N/A	Mandatory
28	If convertible, specify instrument type convertible into	N/A	Share Premium Account
29	If convertible, specify issuer of instrument it converts into	N/A	N/A
30	Write-down feature	No	No
31	If write-down, write-down trigger(s)	No	No
32	If write-down, full or partial	No	No
33	If write-down, permanent or temporary	No	No
34	If temporary write-down, description of write-up mechanism	No	No
35	Position in subordination hierarchy in liquidation (specify instrument type immediately senior to instrument)	Residual Claim. All Liabilities (including Tier 2 instrument) and Equity of Investment Account Holders are senior to this instrument. Equity of Investment Account holders are senior to Common Equity Tier 1 in cases where the Bank is proven to be negligent to the Equity of Investment Account holders' rights. In other circumstances, Equity of Investment Account holders are pari-passu with Common Equity Tier 1. this is all subject to the actual application of relevant laws upon residual claim being made.	Subordinated. All other Liabilities are senior to this instrument.
36	Non-compliant transitioned features	No	No
37	If yes, specify non-compliant features	N/A	N/A

Table – 7. Capital disclosures during the transition phase (Appendix PD - 4)

Common Equity Tier 1 Capital: Instruments and Reserves		
S.No.	Description	(BD '000)
1	Directly issued qualifying common share capital plus related stock surplus	132,519
2	Retained earnings	43,163
3	Accumulated other comprehensive income (and other reserves)	- 1,979
4	<i>Not applicable</i>	
5	Common share capital issued by subsidiaries and held by third parties (amount allowed in group CET1)	-
6	<b>Common Equity Tier 1 Capital Before Regulatory Adjustments</b>	<b>173,703</b>
Common Equity Tier 1 Capital: Regulatory Adjustments		
7	Prudential valuation adjustments	-
8	Goodwill (net of related tax liability)	-
9	Other intangibles other than mortgage-servicing rights (net of related tax liability)	-
10	Deferred tax assets that rely on future profitability excluding those arising from temporary differences (net of related tax liability)	-
11	Cash-flow hedge reserve	-
12	Shortfall of provisions to expected losses	-
13	Securitisation gain on sale (as set out in paragraph 562 of Basel II framework)	-
14	<i>Not applicable</i>	
15	Defined-benefit pension fund net assets	-
16	Investments in own shares	-
17	Reciprocal cross-holdings in common equity	-
18	Investments in the capital of banking, financial and insurance entities that are outside the scope of regulatory consolidation, net of eligible short positions, where the bank does not own more than 10% of the issued share capital (amount above 10% threshold)	-
19	Significant investments in the common stock of banking, financial and insurance entities that are outside the scope of regulatory consolidation, net of eligible short positions (amount above 10% threshold)	-
20	Mortgage servicing rights (amount above 10% threshold)	-
21	Deferred tax assets arising from temporary differences (amount above 10% threshold, net of related tax liability)	-
22	Amount exceeding the 15% threshold	-
23	of which: significant investments in the common stock of financials	-
24	of which: mortgage servicing rights	-
25	of which: deferred tax assets arising from temporary differences	-
26	CBB specific regulatory adjustments	-
27	Regulatory adjustments applied to Common Equity Tier 1 due to insufficient Additional Tier 1 and Tier 2 to cover deductions	-
28	<b>Total Regulatory Adjustments to Common Equity Tier 1</b>	<b>-</b>
29	<b>Common Equity Tier 1 Capital (CET1)</b>	<b>173,703</b>
Additional Tier 1 Capital: Instruments		
30	Directly issued qualifying Additional Tier 1 instruments plus related stock surplus	-
31	of which: classified as equity under applicable accounting standards	-
32	of which: classified as liabilities under applicable accounting standards	-
33	Directly issued capital instruments subject to phase out from Additional Tier 1	-
34	Additional Tier 1 instruments (and CET1 instruments not included in row 5) issued by subsidiaries and held by third parties (amount allowed in group AT1)	-
35	<i>of which: instruments issued by subsidiaries subject to phase out</i>	-
36	<b>Additional Tier 1 Capital Before Regulatory Adjustments</b>	<b>-</b>

Table – 7. Capital disclosures during the transition phase (Appendix PD - 4) (Continued)

Common Equity Tier 1 Capital: Instruments and Reserves		
S.No.	Description	(BD '000)
<b>Additional Tier 1 Capital: Regulatory Adjustments</b>		
37	Investments in own Additional Tier 1 instruments	-
38	Reciprocal cross-holdings in Additional Tier 1 instruments	-
39	Investments in the capital of banking, financial and insurance entities that are outside the scope of regulatory consolidation, net of eligible short positions, where the bank does not own more than 10% of the issued common share capital of the entity (amount above 10% threshold)	-
40	Significant investments in the capital of banking, financial and insurance entities that are outside the scope of regulatory consolidation (net of eligible short positions)	-
41	CBB specific regulatory adjustments	-
42	Regulatory adjustments applied to Additional Tier 1 due to insufficient Tier 2 to cover deductions	-
43	<b>Total Regulatory Adjustments to Additional Tier 1 Capital</b>	-
44	<b>Additional Tier 1 Capital (AT1)</b>	-
45	<b>Tier 1 Capital (T1 = CET1 + AT1)</b>	<b>173,703</b>
<b>Tier 2 Capital: Instruments and Provisions</b>		
46	Directly issued qualifying Tier 2 instruments plus related stock surplus	-
47	<i>Directly issued capital instruments subject to phase out from Tier 2</i>	84,825
48	Tier 2 instruments (and CET1 and AT1 instruments not included in rows 5 or 34) issued by subsidiaries and held by third parties (amount allowed in group Tier 2)	-
49	<i>of which: instruments issued by subsidiaries subject to phase out</i>	-
50	Provisions*	7,434
51	<b>Tier 2 Capital Before Regulatory Adjustments</b>	<b>92,259</b>
<b>Tier 2 Capital: Regulatory Adjustments</b>		
52	Investments in own Tier 2 instruments	-
53	Reciprocal cross-holdings in Tier 2 instruments	-
54	Investments in the capital of banking, financial and insurance entities that are outside the scope of regulatory consolidation, net of eligible short positions, where the bank does not own more than 10% of the issued common share capital of the entity (amount above the 10% threshold)	-
55	Significant investments in the capital banking, financial and insurance entities that are outside the scope of regulatory consolidation (net of eligible short positions)	-
56	CBB specific regulatory adjustments	-
57	<b>Total Regulatory Adjustments to Tier 2 Capital</b>	-
58	<b>Tier 2 Capital (T2)</b>	<b>92,259</b>
59	<b>Total Capital (TC = T1 + T2)</b>	<b>265,962</b>
60	<b>Total Risk Weighted Assets</b>	<b>1,096,038</b>
<b>Capital Ratios and Buffers</b>		
61	Common Equity Tier 1 (as a percentage of risk weighted assets)	15.85%
62	Tier 1 (as a percentage of risk weighted assets)	15.85%
63	Total capital (as a percentage of risk weighted assets)	24.27%
64	Institution specific buffer requirement (minimum CET1 requirement plus capital conservation buffer plus countercyclical buffer requirements plus D-SIB buffer requirement, expressed as a percentage of risk weighted assets)	2.50%
65	of which: capital conservation buffer requirement	2.50%
66	of which: bank specific countercyclical buffer requirement	N/A
67	of which: D-SIB buffer requirement	N/A
68	(Common Equity Tier 1 available to meet buffers [as a percentage of risk weighted assets] Note 61 less note 65 less 6.5% (minimum CET1 requirement without buffer))	6.85%

Table – 7. Capital disclosures during the transition phase (Appendix PD - 4) (Continued)

Common Equity Tier 1 Capital: Instruments and Reserves		
S.No.	Description	(BD '000)
<b>National Minima Including CCB (Where Different from Basel III)</b>		
69	CBB Common Equity Tier 1 minimum ratio	9%
70	CBB Tier 1 minimum ratio	10.50%
71	CBB total capital minimum ratio	12.50%
<b>Amounts Below the Thresholds for Deduction (Before Risk Weighting)</b>		
72	Non-significant investments in the capital of other financials	6,005
73	Significant investments in the common stock of financials	-
74	Mortgage servicing rights (net of related tax liability)	-
75	Deferred tax assets arising from temporary differences (net of related tax liability)	-
<b>Applicable Caps on the Inclusion of Provisions in Tier 2</b>		
76	Provisions eligible for inclusion in Tier 2 in respect of exposures subject to standardised approach (prior to application of cap)	7,434
77	Cap on inclusion of provisions in Tier 2 under standardised approach	11,101
78	N/A	
79	N/A	
<b>Capital Instruments Subject to Phase-Out Arrangements (Only applicable between 1 Jan 2019 and 1 Jan 2023)</b>		
80	Current cap on CET1 instruments subject to phase out arrangements	
81	Amount excluded from CET1 due to cap (excess over cap after redemptions and maturities)	
82	Current cap on AT1 instruments subject to phase out arrangements	
83	Amount excluded from AT1 due to cap (excess over cap after redemptions and maturities)	
84	Current cap on T2 instruments subject to phase out arrangements	
85	Amount excluded from T2 due to cap (excess over cap after redemptions and maturities)	

### 3 Risk Management

#### 3.1 Bank Wide Risk Management Objectives {PD-1.3.21}

The management of the Bank believes in the proactive management of risk through the full cycle of a financial transaction including its operating circumstances from the origination stage to its final disposal from the books of the Group. The risk management objective for each area of risk is to adopt the best practices informed by Basel III and IFSB guidelines and adhering to CBB requirements. The Group is able to identify, capture, monitor and manage different dimensions of risk with the aim of protecting asset values and income streams, and hence, optimising the Group's shareholder returns, while maintaining its risk exposure within defined parameters.

The Board of Directors (BOD) are responsible for managing risk in the Bank. The BOD sets the risk appetite in the form of a comprehensive limit structure and aligning business and risk strategies to achieve overall risk adjusted returns. The Bank reviews and redefines its risk appetite according to the evolving business plans considering fluctuations in economic and market conditions and future forecasts. The Bank also assesses on a regular basis its tolerance for specific risk categories in term of limits structures for various risks and its strategy to manage these risks. The Risk Management Department compiles, analyses and presents Bank wide data to Senior Management and Board level committees to aid in the monitoring and managing of these limits. To achieve this, the Bank has implemented sophisticated risk management systems, models and various other analytical tools. The Bank ensures that the risk policies and strategies are effective by reviewing it regularly.

#### 3.2 Strategies, Processes & Internal Controls {PD-1.3.21}

##### 3.2.1 Bank's Risk Strategy

The Bank's risk strategy, backed by appropriate limit structures, is articulated through a Risk Charter, Capital Adequacy strategy, Credit risk strategy, Investment risk strategy, Market risk strategy, Profit rate risk strategy, Liquidity risk strategy, Operational risk strategy and ICAAP policy. These strategies provide an enterprise-wide integrated risk management framework in the Bank. The Risk Charter identifies risk objectives, policies, strategies and risk governance both at the Board and the management level. The Capital Adequacy strategy and ICAAP policy is aimed at ensuring financial stability by allocating enough capital to cover unexpected losses. Limit structures serve as a key component in articulating risk strategy in quantifiable risk appetite. They are further supported by a comprehensive framework for various risk silos with their own strategies, policies and methodology documents. In addition, the Bank has implemented various risk systems to help monitor and measure liquidity risk, profit rate risk and credit risks exposures.

The Group is exposed to various types of risk, such as market, credit, rate of return, liquidity and operational risks, all of which require comprehensive controls and on-going oversight. The risk management framework encapsulates the spirit behind Basel III, which includes management oversight and control, risk culture and ownership, risk recognition and assessment, control activities, adequate information and communication channels, monitoring risk management activities and correcting deficiencies.

##### 3.2.2 Equity Risk in the Banking Book

Equity price risk is the risk that the fair values of equities decrease as the result of changes in the levels of equity indices and the value of individual stocks. The equity price risk exposure arises from the Group's investment portfolio. The Bank manages and monitors market risk arising out of its investment in public equity using Expected Shortfall (Conditional VAR) and its private equity using industrial sector, geographical areas and investment type limits.



## 3.2 Strategies, Processes & Internal Controls (continued)

### 3.2.3 Profit Rate Risk

Profit rate risk arises from the possibility that changes in profit rates will affect future profitability or the fair values of financial instruments. The Bank manages the mismatch risk and re-pricing characteristics of the assets and liabilities by monitoring, managing and limiting its re-pricing gaps. It also manages the market value sensitivity of the portfolio to the profit rates.

### 3.2.4 Displaced Commercial Risk (DCR)

DCR refers to the market pressure to pay returns to Unrestricted Investment Account (URIA) holders that exceeds the rate that has been earned on the assets financed by the URIA, when the return on assets is under performing as compared with competitor's rates.

The Bank manages DCR through the Profit Sharing Investment Account (PSIA) policy approved by the Board according to which the Bank can forego its mudarib share to manage DCR. The Bank compares its rates with the rates offered by peer Islamic banks in the market along with performing analysis of its profitability and studies of other market indicators. The Group does not use a fixed market benchmark rate for comparison to the returns paid to URIA holders.

The quantitative disclosures regarding DCR are available in tables 31 and 32.

The Risk Management framework of the Bank is outlined in note 36 of the audited financial statements.

## 3.3 Risk Measurement & Reporting Systems

The Bank measures the risk using the risk management systems and risk MIS reports. The Bank has put in place various limits based on its risk appetite. These limits have been approved by the Board. Any limit breaches are reported to the respective senior management committees and the Board by the RMD based on the limit breach procedure approved by the Board. The limits are reviewed and revised on at least an annual basis or when deemed necessary. The Bank has implemented sophisticated risk management systems such as Focus Asset and Liability Management (ALM), credit risk rating systems, stress test models, ICAAP model, Expected Shortfall (Conditional VAR) and various other analytical models in order to generate the MIS and monitor the limits.

### 3.4 Credit Risk

Credit risk is the risk of financial loss if a customer or counterparty fails to meet an obligation under a contract. It arises principally from financing and treasury activities. The Bank controls credit risk by monitoring credit exposures, and continually assessing the creditworthiness of counterparties. Financing contracts are mostly secured by collateral in the form of mortgage of real estate properties or other tangible securities.

The Board sets the guidelines for managing the credit risk in terms of credit risk strategy, credit risk policy, credit criteria specifications, collateral management policy and credit risk limits including individual and concentration limits. Any change to these guidelines is approved by the Board.



### 3.4 Credit Risk (continued)

The Bank manages and controls credit risk by setting limits on the amount of risk it is willing to accept in terms of counterparties, product types, geographical areas and industrial sectors. All credit proposals undergo a comprehensive risk assessment which examines the customer's financial condition, trading performance, nature of the business, quality of management, and market position, etc. Counterparty facility limits for corporate customers are established by the use of a credit risk classification system, which assigns each counterparty a risk rating in terms of obligor risk rating and the facility risk rating. The proposals are reviewed by the Credit Review Unit which is separate from the risk taking business units. A comprehensive template is used to review the proposals by the credit review team. A credit approval decision is then made and terms and conditions are set.

The Bank has established a credit quality review process to provide early identification of possible changes in the creditworthiness of counterparties, including regular collateral revisions. In general, Corporate contracts/facilities are reviewed on an annual basis by Corporate Finance and the Credit Review Department

Exposure limits are based on the aggregate exposure to counterparty and any connected entities across the Bank. Risk ratings methodology is subject to regular revision by Risk Management Department (RMD).

The disclosures required under PD-1.3.22(a) relating to definitions of past due and impaired financing contracts and PD-1.3.22(b) relating to approaches to specific and general impairment provisions are outlined in note 37.2 of the audited financial statements of the Bank for the year ended 31 December 2017.

#### 3.4.1 External Credit Assessment Institutions

The Bank relies on external ratings for Sovereigns and Financial Institutions (FIs) for assessing the creditworthiness of the counterparties, as they are generally rated by an external rating agency. The Bank uses Standard & Poor's, Fitch, Capital Intelligence and Moody's to provide ratings for such counterparties. In case of unrated FIs, the Bank assesses the credit risk based on an external FI rating model.

#### 3.4.2 Definition of Geographical Area

The geographic distribution of the credit exposures is monitored on an ongoing basis by the Bank's RMD and reported to the Board on a quarterly basis or as and when they meet for any limit breaches. The Bank's classification of geographical area is according to the distribution of its portfolios across material geographies.

#### 3.4.3 Concentration Risk

Concentration risk is the credit risk stemming from not having a well diversified credit portfolio, i.e. being over exposed to a single customer, industry sector or geographic region.

As per the CBB's single obligor regulations, banks incorporated in Bahrain are required to obtain the CBB's approval for any planned exposure to a single counterparty, or group of related counterparties, exceeding 15% of the regulatory capital base. In order to avoid excessive concentrations of risk, the Bank's credit concentration policy and procedures include specific guidelines to focus on maintaining a diversified portfolio. Identified concentrations of credit risks are controlled and managed accordingly.



### 3.4 Credit Risk (continued)

#### 3.4.4 Credit Risk Mitigation {PD-1.3.25(a)}

##### 3.4.4.1 Introduction

Credit risk mitigation is defined as the utilisation of a number of techniques, such as collaterals and guarantees to mitigate the credit risks that the Group is exposed to.

The Bank's first priority when establishing relationship with the customer for financing is to determine the borrower's capacity to repay and not to rely principally on security or collateral.

Acceptable forms of collateral and their valuation parameters are defined within the collateral management policy. For material transactions, valuations are done conservatively and are regularly reviewed to reflect any changes in market conditions. The general account opening terms and conditions allow the Bank to net financing facilities owed to them against funds from the same counterparty, which it applies on a case by case basis. Security structures and legal covenants are also subject to regular review to ensure that they continue to fulfill their intended purpose and remain in line with local market practice.

The Group accepts only Shari'a compliant collaterals as credit risk mitigants. Further, a representative from the Shari'a Department sits on the credit committee which takes decisions on significant collaterals. Furthermore, any non-standard deals below the requirements of the Credit Committee shall pass to the Sharia department for approval.

##### 3.4.4.2 Policy guidelines for credit risk mitigation

The Bank has policy guidelines for the following credit risk mitigants:

- Collaterals
- Guarantees

##### 1. Policy for collaterals

Collaterals are governed by the collateral management policy of the Bank. These guidelines cover the following:

- Permissible collateral types – based on size, age, value, location and manufacturer.
- Maximum financing to collateral value, for secured facilities based on each type of collateral.
- Collateral verification and appraisal processes including frequency of review.
- Approved panel of solicitors, property and other valuers.
- Collateral documentation requirements, custody (for securities) and Takaful requirements.
- Ongoing processes for margin maintenance, continuation of Takaful, etc.
- Collateral valuation process.
- Applicable haircuts on various types of collaterals.

The majority of the Bank's financing portfolio is secured through mortgage of real estate properties. In order to avoid any adverse impact of concentration of collateral, valuations are performed conservatively and regularly to reflect any changes in market conditions. The Bank may also call for additional collateral in case the collaterals become insufficient during the regular credit review process. In case of default by any customer, the Bank makes all possible efforts for the recovery of amount and only resorts to the disposal of collateral when all other efforts have been exhausted.



### 3.4 Credit Risk (continued)

#### 3.4.4.2 Policy guidelines for credit risk mitigation (continued)

##### 2. Guarantees

Guarantees supplement collateral in improving the quality of credit. It is the policy of the Bank to obtain legally enforceable, unconditional, continuing and written guarantees. In cases where a letter of guarantee from a parent company or a third party is accepted as a credit risk mitigant, the Bank ensures that all guarantees are irrevocable and a legal opinion is obtained from legal counsel domiciled in the country of the guarantor (to the extent the guarantor is domiciled overseas) regarding the enforceability of the guarantee. All guarantees should be valid until full settlement of the financing contract. Also no maturity (negative) mismatch is permissible between the guarantee and the exposure. The Bank considers the following guarantees as credit risk mitigants for the purpose of Capital adequacy ratio calculations - Sovereigns and central banks, Public Sector Enterprises, Multi-lateral Development Banks, International organisations/officials entities having zero risk weights, Islamic banks or conventional banks and corporate entities (including insurance and securities firms) either by the parent, subsidiary and affiliates, of a minimum ECAI rating of A-. The Bank also follows the CBB CA rulebook for the list and conditions of capital relief eligible guarantees.

#### 3.4.5 Counterparty Credit Risk {PD-1.3.26(a)}

A counterparty is defined as an obligor (individual, company, other legal entity), a guarantor of an obligor, or person receiving funds from the Group. It also includes the issuer of a security in case of a security held by the Group, or a party with whom a contract is made by the Group for financial transactions.

The measurement of exposure reflects the maximum loss that the Group may suffer in case the counterparty fails to fulfil its commitments. The Group exposure is defined as the total exposure to all counterparties closely related or connected to each other. Large exposure is any exposure whether direct, indirect or funded by restricted investment accounts to a counterparty or a group of closely related counterparties which is greater than or equal to 10% of the Group's capital base.

The Group has adopted the Standardised Approach to allocate capital for counterparty credit risk. The Bank has put in place an internal counterparty limit structure which is based on internal/external ratings for different types of counterparties. The Bank has also set concentration limits as a percentage of portfolio exposure based on grades. In case of a counterparty rating degrade, the Bank may require further collateral or advise the counter party to reduce its exposure on a case by case basis.

The Bank has developed a provisioning policy in order to ensure that it maintains adequate provisions for past due and impaired assets.

#### 3.4.6 Related Party Transactions {PD-1.3.23(d)}

Transactions with related parties are carried out at arm's length basis. The Credit Criteria of the Bank provides the approval matrix for transactions with the related parties.

The disclosure relating to related party transactions and balances has been made available in the consolidated financial statements of the Group (note 33) for the year ended 31 December 2017.



### 3.4 Credit Risk (continued)

#### 3.4.6 Highly Leveraged and Other High Risk Counterparties {PD-1.3.23(e)}

The Bank defines "Highly Leveraged Institutions" in line with the definitions of Basel in its papers detailed "Review of issues relating to Highly Leveraged Institutions (HLIs)", "Sound Practices for Banks' Interactions with Highly Leveraged Institutions", "Banks' Interactions with Highly Leveraged Institutions" as follows:

- Large financial institutions
- Are subject to little or no regulatory oversight.
- Are generally subject to very limited disclosure requirements and are not subject to rating by credit reference agencies.
- Take on significant leverage, where leverage is the ratio between risk, expressed in some common denominator, and capital.

The Bank will not provide financing facilities to HLIs. On a case by case basis, if required, all financing deals to HLIs will be approved by the board of directors.



## 3.4.7 Quantitative disclosures

Table – 8. Average and Gross Credit Risk Exposure

Amount in BD '000

CREDIT RISK: QUANTITATIVE DISCLOSURES				
Credit Risk Exposure (PD-1.3.23(a))				
Portfolios	Self-Financed		Financed by Unrestricted Investment Accounts	
	Total Gross Credit Exposure	* Average Gross Credit Exposure Over the Period	Total Gross Credit Exposure	* Average Gross Credit Exposure Over the Period
Balances with banks	31,020	24,951	26,147	24,291
Due from banks	27,712	35,797	18,395	27,390
Financing contracts	364,275	330,159	380,711	379,807
Investment in sukuk	102,627	97,105	54,438	58,718
Receivables and other assets	231,277	178,353	-	-
<b>Total</b>	<b>756,911</b>	<b>666,365</b>	<b>479,691</b>	<b>490,206</b>
Contingent liabilities and commitments	135,078	121,638	-	-
<b>Grand Total</b>	<b>891,989</b>	<b>788,003</b>	<b>479,691</b>	<b>490,206</b>

\* Gross credit exposure is reflected net of specific provisions and gross of general provisions.

\* Average credit exposure has been calculated using quarterly consolidated financial statements and PIRI forms submitted to the CBB.



Table – 9. Portfolio Geographic Breakdown.

Amount in BD '000

<b>CREDIT RISK: QUANTITATIVE DISCLOSURES</b>										
<b>Geographic Breakdown (PD-1.3.23(b))</b>										
<b>Portfolios</b>	<b>Self-Financed Geographic Area</b>					<b>Financed by Unrestricted Investment Accounts Geographic Area</b>				
	<b>Middle East</b>	<b>North America</b>	<b>Europe</b>	<b>Other countries</b>	<b>Total</b>	<b>Middle East</b>	<b>North America</b>	<b>Europe</b>	<b>Other countries</b>	<b>Total</b>
<b>Funded</b>										
Balances with banks	22,638	8,325	46	11	31,020	19,081	7,018	39	9	26,147
Due from banks	27,712	-	-	-	27,712	18,395	-	-	-	18,395
Financing contracts	364,275	-	-	-	364,275	380,711	-	-	-	380,711
Investment in sukuk	102,627	-	-	-	102,627	54,438	-	-	-	54,438
Receivables and other assets	231,277	-	-	-	231,277	-	-	-	-	-
<b>Total</b>	<b>748,529</b>	<b>8,325</b>	<b>46</b>	<b>11</b>	<b>756,911</b>	<b>472,625</b>	<b>7,018</b>	<b>39</b>	<b>9</b>	<b>479,691</b>
<b>Un-funded</b>										
Contingent liabilities and commitments	135,078	-	-	-	135,078	-	-	-	-	-
<b>Grand Total</b>	<b>883,607</b>	<b>8,325</b>	<b>46</b>	<b>11</b>	<b>891,989</b>	<b>472,625</b>	<b>7,018</b>	<b>39</b>	<b>9</b>	<b>479,691</b>

Note: The Bank's classification of geographical area is according to the distribution of its portfolios across material geographies.



Table – 10. Industrial Sector Breakdown by Portfolio

Amount in BD `000

<b>CREDIT RISK: QUANTITATIVE DISCLOSURES</b>										
Industry Sector Breakdown (PD-1.3.23(c))										
Portfolios	Self-Financed					Financed by Unrestricted Investment Accounts				
	Industry Sector					Industry sector				
	Trading and Manufacturing	Banking and Financial	Construction and Real Estate	Others	Total	Trading and Manufacturing	Banking and Financial	Construction and Real Estate	Others	Total
<b>Funded</b>										
Balances with banks	-	31,020	-	-	31,020	-	26,147	-	-	26,147
Due from banks	-	27,712	-	-	27,712	-	18,395	-	-	18,395
Financing contracts	36,709	6,063	232,563	88,940	364,275	38,279	6,322	198,882	137,228	380,711
Investment in sukuk	-	81,741	20,886	-	102,627	-	54,438	-	-	54,438
Receivables and other assets	-	2,655	5,574	223,048	231,277	-	-	-	-	-
<b>Total</b>	<b>36,709</b>	<b>149,191</b>	<b>259,023</b>	<b>311,988</b>	<b>756,911</b>	<b>38,279</b>	<b>105,302</b>	<b>198,882</b>	<b>137,228</b>	<b>479,691</b>
<b>Un-funded</b>										
Contingent liabilities and commitments	66,350	-	8,983	59,745	135,078	-	-	-	-	-
<b>Grand Total</b>	<b>103,059</b>	<b>149,191</b>	<b>268,006</b>	<b>371,733</b>	<b>891,989</b>	<b>38,279</b>	<b>105,302</b>	<b>198,882</b>	<b>137,228</b>	<b>479,691</b>



Table – 11. Exposures in Excess of 15% Limit

<b>CREDIT RISK: QUANTITATIVE DISCLOSURES</b>		
<b>Concentration of risk (PD-1.3.23(f)) Exposure as a Percentage of Capital Base</b>		
<b>Counterparties</b>	<b>Self-Financed</b>	<b>Financed by Unrestricted Investment Accounts</b>
	<b>Concentration of Risk</b>	<b>Concentration of Risk</b>
Counterparty # 1	24.33%	0.00%
Counterparty # 2	8.51%	7.11%

#### **Restructured Islamic Financing Contracts {PD-1.3.23(i)}**

The outstanding amount of financing contracts with customers for which financing terms have been renegotiated during the year and six months have not elapsed amounted to BD 17,444 thousand (2016: BD 4,965 thousand) and these are secured with collateral amounting to BD 134,396 thousand (2016: BD 7,033 thousand). As a condition to restructuring, the Bank has received partial payment from customers and/or obtained additional collateral.

The restructuring does not have any significant impact on impairment provisions and present and future earnings of the Group as most of the exposures are sufficiently collateralised and restructuring is based on the market terms. The concession provided to the restructured relationships mainly relates to the extension of the repayment dates.

#### **Foreclosed Assets**

The Group has implemented a policy to deal with foreclosed assets which prescribes the procedure to be followed by business units when foreclosing assets as deemed necessary. The policy provides for the recording of foreclosed assets in the Bank's books and their management, including sale or rental.

Table – 12. Maturity Breakdown of Credit Exposures

Amount in BD `000

<b>CREDIT RISK: QUANTITATIVE DISCLOSURES</b>							
<b>Residual Contractual Maturity Breakdown (PD-1.3.23(g))</b>							
<b>Portfolios</b>	<b>Self Financed</b>						
	<b>Maturity Breakdown</b>						
	<b>Up to 3 Months</b>	<b>3-12 Months</b>	<b>1-5 Years</b>	<b>5-10 Years</b>	<b>10-20 Years</b>	<b>Over 20 Years</b>	<b>Total</b>
Balances with banks*	31,020	-	-	-	-	-	31,020
Due from banks	27,712	-	-	-	-	-	27,712
Financing contracts	15,214	56,717	153,671	102,848	31,094	4,731	364,275
Investment in sukuk	4,802	9,380	43,515	44,930	-	-	102,627
Receivables and other assets	3,879	15	227,383	-	-	-	231,277
<b>Total</b>	<b>82,627</b>	<b>66,112</b>	<b>424,569</b>	<b>147,778</b>	<b>31,094</b>	<b>4,731</b>	<b>756,911</b>
Contingent liabilities and commitments	-	126,095	8,983	-	-	-	135,078
<b>Grand Total</b>	<b>82,627</b>	<b>192,207</b>	<b>433,552</b>	<b>147,778</b>	<b>31,094</b>	<b>4,731</b>	<b>891,989</b>

\* Balances with banks are available on demand.

Amount in BD `000

<b>CREDIT RISK: QUANTITATIVE DISCLOSURES</b>							
<b>Residual Contractual Maturity Breakdown (PD-1.3.23(g))</b>							
<b>Portfolios</b>	<b>Financed by Unrestricted Investment Accounts</b>						
	<b>Maturity breakdown</b>						
	<b>Up to 3 Months</b>	<b>3-12 Month</b>	<b>1-5 Years</b>	<b>5-10 Years</b>	<b>10-20 Years</b>	<b>Over 20 Years</b>	<b>Total</b>
Balances with banks*	26,147	-	-	-	-	-	26,147
Due from banks	18,395	-	-	-	-	-	18,395
Financing contracts	59,877	59,242	116,793	107,365	32,490	4,944	380,711
Investment in sukuk	3,198	6,247	15,071	29,922	-	-	54,438
Receivables and other assets	-	-	-	-	-	-	-
<b>Total</b>	<b>107,617</b>	<b>65,489</b>	<b>131,864</b>	<b>137,287</b>	<b>32,490</b>	<b>4,944</b>	<b>479,691</b>
Contingent liabilities and commitments	-	-	-	-	-	-	-
<b>Grand Total</b>	<b>107,617</b>	<b>65,489</b>	<b>131,864</b>	<b>137,287</b>	<b>32,490</b>	<b>4,944</b>	<b>479,691</b>

\* Balances with banks are available on demand.





Table – 13. Break-up of Impaired Finances by Industry Sector

Amount in BD '000

CREDIT RISK: QUANTITATIVE DISCLOSURES															
Impaired Finances, Past Due Finances and Allowances {PD-1.3.23(h),1.3.24(b),(c),(d)}															
Industry Sector	Total Portfolio	Good	Watchlist	Rescheduled	Substandard, Doubtful & loss	Self-Financed									Collective Impairment
									Specific Impairment						
						Over 3 Months	1 to 3 Years	Over 3 years	Balance at the beginning of the Period	Charges During the Period	Transfer from (to) collective provision	Reversals and write offs during the Period	Balance at the End of the Period		
Trading and manufacturing	36,709	29,745	3,866	3,098	-	-	-	-	1,243	-	(966)	-	277	*	
Banking and financial institutions	6,063	4,913	638	512	-	-	-	-	-	-	777	-	777	*	
Construction & real estate	232,563	161,111	22,234	17,825	31,393	23,347	2,933	5,113	4,524	484	2,864	(1,551)	6,321	*	
Others	88,940	67,783	11,655	9,343	159	118	15	26	745	132	5,241	(424)	5,694	*	
<b>Total</b>	<b>364,275</b>	<b>263,552</b>	<b>38,393</b>	<b>30,778</b>	<b>31,552</b>	<b>23,465</b>	<b>2,948</b>	<b>5,139</b>	<b>6,512</b>	<b>616</b>	<b>7,916</b>	<b>(1,975)</b>	<b>13,069</b>		

\* This amounts to BD 7,434 thousand representing collective impairment against total exposures (self financed and URIA financed) which, although not specifically identified, have a greater risk of default than when originally granted.

Past due finances, watchlist and rescheduled financing are stated net of specific impairment.

Amount in BD '000

Impaired Finances, Past Due Finances and Allowances (PD-1.3.23(h))															
Industry Sector	Total Portfolio	Good	Watchlist	Rescheduled	Substandard, Doubtful & loss	Financed by Unrestricted Investment Accounts									Collective Impairment
									Specific Impairment						
						Over 3 Months	1 to 3 Years	Over 3 years	Balance at the beginning of the Period	Charges during the Period	Transfer from (to) collective provision	Reversals and write offs during the Period	Balance at the end of the Period		
Trading and manufacturing	38,279	32,462	3,229	2,588	-	-	-	-	814	-	(583)	-	231	*	
Banking and financial institutions	6,322	5,361	534	427	-	-	-	-	-	-	650	-	650	*	
Construction & real estate	198,882	139,179	18,577	14,894	26,232	19,508	2,453	4,271	2,965	579	3,593	(1,856)	5,281	*	
Others	137,228	119,550	9,738	7,808	132	99	12	21	488	159	4,619	(508)	4,758	*	
<b>Total</b>	<b>380,711</b>	<b>296,552</b>	<b>32,078</b>	<b>25,717</b>	<b>26,364</b>	<b>19,607</b>	<b>2,465</b>	<b>4,292</b>	<b>4,267</b>	<b>738</b>	<b>8,279</b>	<b>(2,364)</b>	<b>10,920</b>		

\* This amounts to BD 7,434 thousand representing collective impairment against total exposures (self financed and URIA financed) which, although not specifically identified, have a greater risk of default than when originally granted.

Past due finances, watchlist and rescheduled financing are stated net of specific impairment.



Table –16. Counter Party Credit Risk

Amount in BD '000

DISCLOSURES FOR EXPOSURES RELATED TO COUNTERPARTY CREDIT RISK (CCR)								
General Disclosures (PD-1.3.26 (b))								
Current Credit Exposure by Type of Islamic Financing Contracts	Gross Positive Fair Value (Net of specific provision)	Netting Benefits	Netted Current Credit Exposures	Eligible Collaterals Held (after appropriate haircuts) *				
				Cash	Govt. Securities	Guarantees	Real Estate	Total
Murabaha	318,627	-	318,627	-	-	-	-	-
Ijarah	426,068	-	426,068	1,312	-	-	400,188	401,500
Musharakah	291	-	291	-	-	-	-	-
<b>Total</b>	<b>744,986</b>	-	<b>744,986</b>	<b>1,312</b>	-	-	<b>400,188</b>	<b>401,500</b>

\* Over and above the collateral, considered as eligible under the CA Module, the Bank maintains additional collateral in the form of mortgage of residential properties, corporate guarantees and other tangible assets, which could be invoked to claim the amount owed in the event of default.



## 3.5 Market Risk

### 3.5.1 Introduction

Market risk is the risk that movements in market risk factors, including foreign exchange rates, profit rates, commodity prices, equity prices and credit spreads will reduce the Group's income or the value of its portfolios. The Group is also exposed to profit rate and potential foreign exchange risks arising from financial assets and liabilities.

The Board has approved the overall market risk appetite in terms of market risk strategy and market risk limits. RMD is responsible for the market risk control framework and sets a limit framework within the context of the approved market risk appetite. The Bank separates market risk exposures into either trading or non-trading portfolios. Trading portfolios include those positions arising from market-making, proprietary position-taking and other marked-to-market positions. Non-trading portfolios include all other positions that are not included in the trading book.

Daily market risk reports are produced for the Bank's senior management covering the different risk categories. These reports are discussed with the senior management committees such as ALCO/Risk Management Committee which take appropriate action to mitigate the risk.

Further details relating to Market risk are provided in note 37.4 of the audited financial statements of the Bank for the year ended 31 December 2017.

### 3.5.2 Market Risk Strategy

The Board is responsible for approving and reviewing the market risk strategy and policy. The Bank's senior management is responsible for implementing the market risk strategy approved by the Board, and continually enhancing the market risk policies and procedures for identifying, measuring, monitoring and controlling market risks.

In line with the Bank's risk management objectives and risk tolerance levels, the specific strategies for market risk management include:

- The Bank strives to reduce the market risk through diversification of its risk exposures across currencies, markets and sectors.
- The Bank proactively measures and monitors the market risk in all its risk exposures on a regular basis using appropriate measurement techniques.
- The Bank has established a limit structure to monitor and control the market risk in its portfolio on daily basis. These limits are monitored on a regular basis and any exceptions to the limits are immediately dealt with.
- The Bank carries out stress testing periodically to assess the effect of extreme movements in market variables.
- The Bank, at all times, holds sufficient capital in order to meet the capital requirement of the CBB as well as maintaining a cushion to cover any adverse movements in the market risk factors.
- At all times, the Bank will ensure that it follows the overall market risk strategy while taking any new market risk exposures.



## 3.5 Market Risk (continued)

### 3.5.3 Market Risk Measurement Methodology

The bank adopts various techniques which are used by the Bank for the measurement, monitoring and control of market risk and include Variance covariance Conditional Value at Risk (CVAR) for FX risk.

### 3.5.4 Market Risk Monitoring and Limits Structure

The Board and ALCO set the tolerance for market risk. Based on these tolerances, RMD has established appropriate risk limits that maintain the Bank's exposure within the strategic risk tolerances over a range of possible changes in market prices and rates. The Bank has developed the following combination of limits to control its market risk:

- a) Stop loss limits;
- b) Conditional Value at risk (CVaR) limits;
- c) FX trigger at notional level;
- d) Concentration limits for country, geography and sector for equity and Sukuk portfolios; and
- e) Tenor limits for sukuks

The Treasury Department monitors the risk limits for each transaction and ensures that they are not exceeded. A regular limit monitoring is carried out by the market risk department within RMD to ensure adherence to approved limits. ALCO also monitors the limit adherence on a regular basis.

In case a limit is breached, the Board approved limit breach procedure is followed and the reports are provided to the ALCO, the Board Risk Committee (BRC) and the Board depending upon materiality of the breach. The limits are reviewed at least annually or as deemed necessary.

### 3.5.5 Portfolio Review Process

As part of the review, RMD also monitors the Bank's overall market exposure against the risk tolerance limits set by the Board.

### 3.5.6 Reporting

The Bank generates a number of market risk management reports. These reports aim to provide the Bank's senior management with an up-to-date view of its market risk exposure. These include a summary of the Bank's aggregate market risk sensitive exposures, VaR and limits monitoring reports.

### 3.5.7 Stress Testing

Stress testing produces information summarising the Bank's exposure to extreme, but plausible, circumstances and offers a way of measuring and monitoring the portfolio against extreme price movements of this type. The Bank's RMD simulates stress scenarios to calculate the maximum loss due to extreme movements in FX rates.



### 3.5.8 Quantitative disclosures

Table – 17. Minimum and Maximum Capital Requirement for Market Risk

Amount in BD '000

<b>MARKET RISK: DISCLOSURES FOR BANK'S USAGE OF THE STANDARDISED APPROACH</b>					
<b>Level Of Market Risks In Terms Of Capital Requirements (PD-1.3.27 (b))</b>					
<b>Particulars</b>	<b>Price Risk</b>	<b>Foreign Exchange Risk (net open position)</b>	<b>Equity Position Risk</b>	<b>Market Risk on Trading Positions in Sukuks</b>	<b>Price Risk</b>
Capital requirements	98	3,231	436	-	-
Maximum value	292	3,769	436	-	-
Minimum value	98	3,231	397	-	-

This disclosure is based on the figures from the PIRI for the year ended 31 December 2017.



## 3.6 Operational Risk

### 3.6.1 Introduction

Operational risk is the risk of loss arising from inadequate or failed internal processes, people and systems or from external events, whether intentional, unintentional or natural. It is an inherent risk faced by all business and covers a large number of operational risk events including business interruption and systems failures, internal and external fraud, employment practices and workplace safety, customer and business practices, transaction execution and process management, and damage to physical assets.

The Group cannot expect to eliminate all operational risks, but through a control framework and by monitoring and responding to potential risks, the Group is able to manage the risks to an acceptable level. Controls include but are not limited to effective segregation of duties, access, authorisation and reconciliation procedures, staff education and assessment processes, and the internal audit process.

The Board acknowledges that it has the ultimate responsibility for operational risk. Oversight rests with the BRC Committee. The Board has approved the operational risk framework in terms of strategy, policy and limits. The Bank has implemented Risk Controls and Self-Assessment (RCSA) and departments report the incidents and Key Risk Indicators (KRIs) values to the operational risk unit for monitoring and reporting the key operational risks in the Bank.

### 3.6.2 Operational Risk Management Strategy

The Bank's Board is responsible for approving and reviewing (at least annually) the operational risk strategy and significant amendments to the operational risk policies. The Bank's senior management is responsible for implementing the operational risk strategy approved by the Board to identify measure, monitor and control the risks faced by the Bank. The Bank continuously monitors the process and controls framework surrounding all business units to assess their effectiveness and efficiency.

As a strategy the Bank will identify the sources of operational risks in coordination with each business unit. On an ongoing basis, the operational risk tolerance is determined by the RMD based on a bottom-up approach following a discussion with the business units. Operational risk tolerance will need to be approved by the BRC, ratified by the Board and documented and communicated via the Board-approved policy.

The RCSA methodology enables the Bank to identify risk events within each activity, process and support unit of the Bank, document existing controls, establish quantitative measurement metrics - impact and likelihood - for each event as well as early warning indicators for key risks as defined in the risk tolerance in the form of Key Risk Indicators (KRIs) and capture operational loss data. The operational risk identification, assessment and measurement process involves the following steps:

#### Identification of KRI's

The Bank's RCSA process identifies the KRIs.

#### Incident reporting

An incident is the occurrence of an operational or compliance risk event that has caused, or has the potential to cause a financial, reputation or regulatory impact on the Bank. It includes credit or market risk events, which have been caused by an operational risk event, and non-compliance with any legal or regulatory requirement, license, internal policy or procedure or code. The incidents are reported by the business and control units as a part of the RCSA framework.

### 3.6 Operational Risk (continued)

#### Operational Loss Database (OLD)

The OLD is a key component to enable the Bank to quantify its past operational risk exposures. The OLD contains a subset of the information captured by the incident reporting process since all incidents involving an actual or potential financial impact (including near misses) is captured.

#### Scenario analysis

The Bank uses scenario analysis to help it to evaluate its exposure to high-severity events. The Bank identifies the stress events and scenarios to which it is exposed and assesses its potential impact, and the probability of aggregated losses from a single event leading to other risks. Scenario analysis is conducted in a workshop format, using a combination of expert judgment; including business management representatives and external risk management experts, as well as external data relevant to the risks being evaluated.

#### 3.6.3 Operational Risk Monitoring and Reporting

The internal monitoring and reporting process ensures a consistent approach for providing pertinent information to senior management and the BRC Committee for the quick detection and correction of deficiencies in the policies, processes and procedures for managing operational risk through ongoing, periodic reviews.

The objective of the reporting process is to ensure relevant information is provided to senior management and the Board to enable the proactive management of operational risk. The process ensures a consistent approach for providing information that enables appropriate decision making and action taking. The KRIs and incidents are reported by the operational risk unit.

#### 3.6.4 Operational Risk Mitigation and Control

Control activities are necessary to address the specific operational risks that the Bank has identified through the RSCA process. For the material risks identified by the Bank, the Bank decides whether to use procedures to control, mitigate, transfer, or bear the risks.

The Group has several options for controlling and/or mitigating these risks:

- Decline to accept the risk (i.e. by avoiding certain business strategies/customers)
- Accept and retain the risk but introduce mitigating internal/external controls
- Accept the risk and transfer it in part/in whole.

#### Key controls

The Group aims to control the operational risks it is exposed to by strengthening its internal controls, continuing its efforts to identify, assess, measure and monitor its risks, evolving in its risk management sophistication and promoting a strong control culture within the Group.

Each business unit head is responsible for ensuring that the internal controls relevant to its operations are complied with on a day to day basis in spirit as well as in letter. The Group will furthermore establish control processes and procedures and implement a system for ensuring compliance with these internal risk control processes and procedures.



### 3.6 Operational Risk (continued)

#### 3.6.5 Business Continuity Plan and Disaster Recovery Plan

An Information Technology Disaster Recovery site has been completed and is fully operational; periodic mandatory testing is undertaken for the facility. A business continuity site has also been completed with the option to utilise two further sites should the need arise. The Bank tests its BCP at least annually to ensure that it is current and effective.



### 3.6.6 Quantitative disclosures

**Table –18. Indicators of Operational Risk** **Amount in BD `000**

<b>OPERATIONAL RISK : QUANTITATIVE DISCLOSURES FOR BASIC INDICATOR APPROACH</b>	
<b>Indicators of Operational Risk (PD-1.3.30 (b))</b>	
<b>Particulars</b>	<b>Total</b>
Gross Income (average)	94,002
Amount of non-Shari'a-compliant income	-
Number of Shari'a violations that were identified and reported during the financial year	-

Legal cases resulting from normal course of business are handled by the Bank's in-house legal team and external legal consultants are also consulted on such matters, as and when required.

During the year 2017, the Bank paid a financial penalty of BD 1,900 to the CBB for un-cleaned accounts in the Bahrain Credit Reference Bureau (BCRB) System.

Any non-Shari'a compliant earnings are immediately given away as charity.



### 3.7 Equity Positions in the Banking Book (PD-1.3.31(a))

Equity price risk is the risk that the fair values of equities decrease as a result of changes in the levels of equity indices and the value of individual stocks. The equity price risk exposure arises from the Group's investment portfolio.

The accounting policies, including valuation methodologies and their related key assumptions, are disclosed in the consolidated financial statements. All of the Group's investments are intended to be for long term holdings.

#### 3.7.1 Quantitative disclosures

**Table – 19. Total and Average Gross Exposures** Amount in BD `000

EQUITY POSITION IN BANKING BOOK - DISCLOSURE REQUIREMENTS				
Total and Average Gross Exposure - (PD-1.3.31 (b) & (c))				
Type and Nature of Investment	Total Gross Exposure	* Average Gross Exposure	** Publicly Traded	Privately held
Equity investments	52,906	121,106	2,125	50,781
Managed funds	1,382	1,362	-	1,382
Musharaka	291	318	-	291
<b>Total</b>	<b>54,579</b>	<b>122,786</b>	<b>2,125</b>	<b>52,454</b>

\* Average exposure has been calculated using quarterly consolidated financial statements or PIRI forms submitted to CBB.

\*\* This includes publically listed equities classified as investment in associate and available for sale in the financial statements.





### 3.8 Equity of Investment Account Holders (URIA) {PD-1.3.32}

The Investment Account Holder ("IAH") authorizes the Bank to invest the account holder's funds (URIA) on the basis of Mudaraba and Wakala contracts in a manner which the Bank deems appropriate without laying down any restrictions as to where, how and for what purpose the funds should be invested. Under this arrangement the Bank can commingle the IAH funds with its own funds (owner's equity) and with other funds the Bank has the right to use (e.g. current accounts or any other funds which the Bank does not receive on the basis of URIA Mudaraba/Wakala contract). The IAH and the Bank participate in the returns on the invested funds.

The Bank has developed a Profit Sharing Investment Accounts (PSIA) policy which details the manner in which the URIA funds are deployed and the way the profits are calculated for the URIA holders. The strategic objectives of the investments of the IAH funds are:

- Investment in Shari'a compliant opportunities;
- Targeted returns;
- Compliance with investment policy and overall business plan;
- Diversified portfolio; and
- Preparation and reporting of periodic management information.

URIA holders' funds are invested in short and medium term Murabaha and due from banks, Sukuks and the financing portfolio. The Bank invests these funds through various departments including Treasury, corporate, consumer, and capital markets. The experience of relevant department heads is mentioned in Section 4. No priority is granted to any party for the purpose of distribution of profits. According to the terms of acceptance of the URIA, 100% of the funds are invested after deductions of mandatory reserve and sufficient operational cash requirements. URIA funds are invested and managed in accordance with Shari'a requirements. Income generated and losses arising (including provisions) from the invested funds is allocated proportionately between URIA holders and shareholders on the basis of the average balances outstanding and share of the funds invested. The Bank does not share income from fee based services with the URIA holders. Administrative expenses incurred by the Bank are allocated to the URIA holders in the proportion of average URIA funded assets to average total pool assets of the Bank. The process has not changed significantly from the past years. The amount of administrative expenses charged to URIA are provided in table 34.

IAH's can request the Bank to withdraw funds before the maturity of the URIA contract however, such arrangement are subject to the approval of the Bank.

The mudarib share on investment accounts ranges from 30% to 85% depending on the investment period and in case of saving accounts, where there is no restriction of cash withdrawal, the mudarib share ranges from 85% to 95%. However, during the year, in addition to investors' share of profit, the Bank has distributed profit to investors from its own share of mudarib share. The ranges of Mudarib share are provided in table 31. The Bank also did not charge any Wakala agency fees to URIA-Wakala.

The Bank has a Corporate Communications Department which is responsible for communicating new and/or extended product information through various channels of communication which may include publications, website, direct mailers, electronic mail and local media. The URIA products available to the customers can be classified broadly under two categories, 1) Term URIA and 2) Saving URIA. Term URIA are fixed term URIA having maturity of 1, 3, 6, 12 months and 2, 3, 5 years whereas Saving URIA can be withdrawn on demand. Detailed information about the features of various products offered by the Bank can be obtained from the website of the Bank, brochures at the branches, call centre and customer service representatives at the branches of the Bank. Branches of the Bank are the primary channel through which products are made available to the customers.

### 3.8 Equity of Investment Account Holders (URIA) (continued)

Fiduciary risk is the risk that arises from Bank's failure to perform in accordance with explicit and implicit standards applicable to their fiduciary responsibilities. Although KFHB will discourage subsidizing its URIA holders, the Bank may forgo a portion of its mudarib share from assets funded by PSIA and apportion its share to the IAH as part of smoothing returns and to mitigate potential withdrawal of funds by investment account holders.

Complete mudarib share or part thereof, based on the approval of ALCO of the Bank, can be waived to pay a competitive rate to URIA holders. There are no instances where the Bank, as Mudarib, has taken any share greater than the agreed/disclosed profit sharing ratio. There were instances where the Bank has forgone part of its profit to distribute that to the Bank's customers or investors. The bank may also forgo part of its shareholder's returns as a "hiba" to URIA holders in order to mitigate DCR.

The rate of return payable to URIA holders is decided by ALCO, keeping in view the rate of return earned on the pool of assets. Based on the results of URIA, allocation will take place to the URIA holders affected by the following factors including rates offered by peer banks, cost of funds from various sources, liquidity position of the Bank and market benchmarks (LIBOR etc). The Bank compares its rates with the rates offered by peer Islamic banks in the market along with performing analysis of its profitability and studies of other market indicators. The Bank does not use a fixed market benchmark rate for comparison to the returns paid to URIA holders. In order to ensure smooth returns and to mitigate the potential withdrawal of funds by URIA Investors; the Bank can use Profit Equalisation Reserve (PER). Similarly, the Bank can use an Investment Risk Reserve (IRR) to cater against future losses for URIA holders. The amount of PER and IRR as at 31 December 2016 and 2017 is Nil but the Bank may transfer an amount into PER and IRR in future after prior notice to its customers.

Deposits and URIA held with the Bank are covered by the Regulation Protecting Deposits and Unrestricted Investment Accounts issued



### 3.8.1 Quantitative Disclosures

Table – 22. Break-up of URIA

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>			
<b>Unrestricted Investment Account (PD-1.3.33 (a) &amp;(g))</b>			
	<b>Amount</b>	<b>Financing to Total URIA %</b>	<b>Ratio of Profit Distributed</b>
Savings URIA	206,356	43%	16%
Term URIA	271,320	57%	84%
<b>Total</b>	<b>477,676</b>	<b>100%</b>	<b>100%</b>

Table – 23. Percentage of Return on Average URIA Assets

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>	
<b>Unrestricted Investment Account (PD-1.3.33 (d))</b>	
	<b>Percentage</b>
Average profit paid on average URIA assets	1.11%
Average profit earned on average URIA assets	2.63%

Table – 24. Percentage of Mudarib share to Total URIA Profits

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>			
<b>Unrestricted Investment Account (PD-1.3.33 (f))</b>			
	<b>URIA Return Before Mudarib share</b>	<b>Share of Profit Paid to Bank as Mudarib</b>	<b>Percentage</b>
Mudarib share to total URIA profits	9,606	6,246	65.02%

Table – 25. Percentage of Islamic Financing Contracts Financed by URIA to Total URIA

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>		
<b>Unrestricted Investment Account (PD-1.3.33 (h))</b>		
<b>Shari'a-Compliant Contract</b>	<b>Financing</b>	<b>Financing to Total URIA %</b>
Cash and balances with banks	27,516	5.76%
Murabaha and due from banks	18,395	3.85%
Investments at amortised cost – Sukuk	54,438	11.40%
Customer Murabaha	158,707	33.22%
Customer Ijarah Muntahia Bittamleek	218,620	45.77%
<b>Total</b>	<b>477,676</b>	<b>100.00%</b>



Table – 26. Percentage of Counterparty Type Contracts Financed by URIA to Total URIA

Amount in BD `000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>		
<b>Unrestricted Investment Account (PD-1.3.33 (i))</b>		
<b>Counterparty Type</b>	<b>Financing</b>	<b>Financing to Total URIA %</b>
Cash items	1,369	0.29%
Claims on sovereigns & MDBs	104,028	21.78%
Claims on banks	22,782	4.77%
Claims on corporate	53,957	11.30%
Regulatory retail portfolio	29,465	6.17%
Mortgage	236,260	49.46%
Past due facilities	29,123	6.10%
Others	692	0.14%
<b>Total</b>	<b>477,676</b>	<b>100.00%</b>

Table – 27. Percentage of Profit Paid to URIA Holders to Total URIA Investment

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>			
<b>Unrestricted Investment Account (PD-1.3.33 (l) (m) &amp; (n))</b>			
	<b>Share of Profit earned by IAH Before Transfer To/From Reserves %</b>	<b>Share of Profit Paid to IAH After Transfer To/From Reserves %</b>	<b>Share of Profit Paid, as a % of Funds Invested, to Bank as Mudarib %</b>
<b>URIA</b>	2.63%	1.11%	71.78%





Table – 28. Range of Declared Rate of Return

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>								
<b>Unrestricted Investment Account (PD-1.3.33 (q))</b>								
<b>Declared rate of return for Investments accounts</b>	<b>1-Month</b>	<b>3-Month</b>	<b>6-Month</b>	<b>9 - Months</b>	<b>12-Month</b>	<b>2-Years</b>	<b>3-Years</b>	<b>5-Years</b>
<b>BHD denominated</b>	1.20%	1.40%	1.65%	1.80%	1.90%-2.00%	2.50%	2.80%	3.30%
<b>USD denominated</b>	0.85% - 0.95%	1.20%	1.40%	1.50%	1.65%	NA	NA	NA
<b>GBP denominated</b>	0.29% - 0.41%	0.58% - 0.81%	0.78% - 1.09%	NA	0.97% - 1.36%	NA	NA	NA
<b>EUR denominated</b>	0.29% - 0.41%	0.58% - 0.81%	0.78% - 1.09%	NA	0.64% - 1.36%	NA	NA	NA



Table – 29. Movement of URIA by Type of Assets

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>			
<b>Unrestricted Investment Account (PD-1.3.33 (r) &amp; (s))</b>			
<b>Type of Assets</b>	<b>Opening Actual Allocation as at 01 Jan 2017</b>	<b>Net Movement During the Period</b>	<b>Closing Actual Allocation as at 31 Dec 2017</b>
Cash and Balance with banks and CBB	26,389	1,127	27,516
Due from banks	44,652	(26,257)	18,395
Investment in sukuk	72,190	(17,752)	54,438
Murabaha due from customers	109,693	49,014	158,707
Ijarah Muntahia Bittamleek due from customers	188,320	30,300	218,620
<b>Total</b>	<b>441,244</b>	<b>36,432</b>	<b>477,676</b>

**Note:** There are no limits imposed on the amount that can be invested by URIA funds in any one asset. However, the Bank monitors its URIA deployment classifications so that to ensure that URIA funds are not invested in the Bank's long term Investment Portfolio (including Private Equity and Real Estate). The Bank also does not allocate URIA funds to the equity investments in the trading book.

Table – 30. Capital Charge on URIA by Type of Claims

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>			
<b>Unrestricted Investment Account (PD-1.3.33 (v))</b>			
<b>Type of Claims</b>	<b>Exposures</b>	<b>Risk Weighted Assets</b>	<b>Capital Charge</b>
Cash items	1,369	-	51
Claims on sovereign	104,028	-	3,901
Claims on MDBs	-	-	-
Claims on banks	22,782	6,850	854
Claims on corporate	53,957	43,570	2,023
Regulatory retail portfolio	29,465	22,099	1,105
Mortgages	236,260	50,456	8,860
Past due facilities	29,123	23,169	1,092
Other assets	692	691	26
<b>Total</b>	<b>477,676</b>	<b>146,835</b>	<b>17,912</b>

\* The RWA for Capital Adequacy Ratio Purposes is presented above prior to the application of the CBB approved 30% alpha factor which is the proportion of assets funded by URIA for RWA purposes in accordance to the CA module.



Table – 31. Percentage of Profit Earned and Profit Paid to Total Mudaraba

Amount in BD '000

<b>DISPLACED COMMERCIAL RISK - URIA:</b>			
<b>Displaced Commercial Risk Unrestricted Investment Account (PD-1.3.41 (b))</b>			
	<b>Total Mudaraba profits available for sharing between URIA and shareholders</b>	<b>Contractual Range of Mudharib Share</b>	<b>Mudharib Share % of URIA Profit Earned</b>
2017	3.14%	30%-95%	57.88%
2016	2.33%	30%-85%	19.54%
2015	2.50%	30%-85%	-
2014	3.29%	20%-60%	-
2013	3.73%	20%-60%	26.81%
2012	3.57%	20%-60%	30.21%

Table –32. Percentage rate of return to URIA and shareholders from Mudaraba Profit

Amount in BD '000

<b>DISPLACED COMMERCIAL RISK - URIA:</b>	
<b>Displaced Commercial Risk Unrestricted Investment Account (PD-1.3.41 (d))</b>	
<b>Type of Claims</b>	<b>Shareholder Mudharaba Profit Earned as % of shareholder funds (before mudharib share)</b>
2017	0.73%
2016	2.58%
2015	-4.96%
2014	4.33%
2013	6.64%
2012	4.92%



Table – 33. Percentage of Profit Earned and Profit Paid to Total URIA Funds

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>					
<b>Unrestricted Investment Account (PD-1.3.33 (w))</b>					
	<b>* URIA Funds (Average)</b>	<b>** Profit Earned</b>	<b>Profit Earned as a percentage of funds invested</b>	<b>Profit paid</b>	<b>*** Profit paid as a percentage of funds invested (after smoothing)</b>
2017	477,280	12,544	2.63%	5,283	1.11%
2016	452,621	5,144	1.14%	4,139	0.91%
2015	479,767	3,568	0.74%	3,871	0.81%
2014	488,067	5,864	1.29%	6,283	1.29%
2013	459,227	10,808	2.35%	7,894	1.72%
2012	463,540	13,327	2.88%	9,300	2.01%

\* Average assets funded by URIA have been calculated using consolidated management accounts.

\*\* This is the rate of return gross of mudarib share which ranges from 30% to 85% (2016: 30% to 85%) for term URIA, depending on the investment period of the Investment, and from 85% to 95% for saving URIA.

\*\*\* During the year the Bank waived its mudarib share resulting in higher return paid to URIA holders by 100.00% (2016: 69.92%).

Table – 34. Operating Expenses Allocated to URIA

Amount in BD '000

<b>UNRESTRICTED INVESTMENT ACCOUNTS:</b>	
<b>Unrestricted Investment Account (PD-1.3.33 (x))</b>	
<b>Unrestricted IAH</b>	<b>Amount</b>
Amount of administrative expenses charged to URIA	13,027



### 3.9.1 Quantitative Disclosures

Table – 35. History of Profit Paid to RIA Holders

Amount in BD '000

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>						
<b>Restricted Investment Account (PD-1.3.35 (a) &amp; (b))</b>						
	2017	2016	2015	2014	2013	2012
Return to RIA holders	5,567	6,423	7,080	7,377	7,455	5,476

Table – 36. RIA Exposure

Amount in BD '000

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>	
<b>Restricted Investment Account (PD-1.3.33 (a))</b>	
	Amount
Average RIA funds during the year	135,041

Table – 37. Percentage of Profit Paid to RIA Holders to RIA Assets

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>	
<b>Restricted Investment Account (PD-1.3.33 (d))</b>	
	Percentage
Return on average* RIA assets	4.12%

\* Average RIA funds have been calculated using consolidated management accounts.

Table – 38. Mudarib share as a Percentage of Total RIA Profits

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>	
<b>Restricted Investment Account (PD-1.3.33 (f))</b>	
	Percentage
Mudarib share to total (gross) RIA profits	32.59%

Table – 39. Share of Islamic Financing Contracts in Total RIA Financing

Amount in BD '000

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>		
<b>Restricted Investment Account (PD-1.3.33 (h))</b>		
Shari'a-Compliant Contract	Financing	Financing to Total Financing %
Murabaha	135,080	100.00%
<b>Total</b>	<b>135,080</b>	<b>100.00%</b>

Table – 40. Percentage of Counterparty Type Contracts Financed by RIA to Total RIA

Amount in BD '000

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>		
<b>Restricted Investment Account (PD-1.3.33 (i),(v))</b>		
Counterparty Type	Financing	Financing to Total Financing %
Claims on corporate	135,080	100.00%

Table – 41. Share of Profit Paid to RIA Holders as a Percentage of Total RIA

Amount in BD '000

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>				
<b>Restricted Investment Account (PD-1.3.33 (l) (m) (n) &amp; (o))</b>				
Type of RIA	Total RIA	RIA Return Before Mudarib shares	RIA Return after Mudarib shares	Share of Profit Paid to Bank as Mudarib
	A	B	C	D
Murabaha	135,080	8,259	5,567	2,692
<b>Total</b>	<b>135,080</b>	<b>8,259</b>	<b>5,567</b>	<b>2,692</b>

Table – 42. Declared Rate of Return of RIA

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>		
<b>Restricted Investment Account (PD-1.3.33 (q))</b>		
	12-Month	24-Month
Declared rate of return	6.0% - 7.0%	6.0% - 8.0%

Table – 43. Treatment of Assets Financed by RIA in the Calculation of RWA for Capital Adequacy Purposes

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>		
<b>Restricted Investment Account (PD-1.3.33 (v))</b>		
Type of IAH	Exposure	Risk Weighted
Murabaha	135,080	-

Table – 44. Profit Earned and Profit Paid as a Percentage of Total RIA Funds

Amount in BD '000

<b>RESTRICTED INVESTMENT ACCOUNTS:</b>				
<b>Restricted Investment Account (PD-1.3.33 (w),1.3.35(a),(b))</b>				
	Profit Earned	*Profit Earned as a Percentage of RIA Funds	Profit Paid	*Profit Paid as a Percentage of RIA Funds
2017	8,259	6.12%	5,567	4.12%
2016	9,183	6.77%	6,423	4.74%
2015	9,447	7.38%	7,080	5.53%
2014	9,226	7.56%	7,377	6.18%
2013	9,013	7.33%	7,455	6.06%
2012	6,494	8.98%	5,476	7.57%

\* Profit earned and profit paid are based on average RIA funds and may not tally with the declared profit rates



### 3.9 Restricted Investment Accounts (“RIA”)

Under RIA, the IAH has authorized the Bank to invest the funds on the basis of Mudaraba contract for investments, but imposes certain restrictions as to where, how and for what purpose this funds are to be invested. Further, the Bank may be restricted from commingling its own funds with the RIA funds for the purposes of investment. In addition, there may be other restrictions which IAHS may impose. RIA funds are invested and managed in accordance with Shari’a requirements. The funds are managed by the Bank under a fiduciary capacity as per the instructions of the RIA holders and accordingly the Bank is not liable to make good any losses occurred due to normal commercial reasons.

The Bank has developed the PSIA policy, approved by the Board, which details the manner in which the RIA funds are deployed and the way the profits are calculated for the RIA.

The Bank as fund manager (mudarib) carries out its fiduciary duties and administers the scheme in a proper, diligent and efficient manner, in accordance with the Shari’a principles and applicable laws and relevant rules and guidelines issued by the CBB.

The Bank has appropriate procedures and controls in place which commensurate with the size of its portfolio which includes:

- a) Organising its internal affairs in a responsible manner, ensuring it has appropriate internal controls and management systems and procedures and controls designed to mitigate and manage such risk;
- b) Observing high standards of integrity and fair dealing in managing the scheme to the best interest of its investors; and
- c) Ensuring that the Bank has the requisite level of knowledge and experience for the tasks that is undertaken and is competent for the work undertaken.

RIA products are made available to the customers through Private Banking department. Detailed product information about various RIA products is available in the respective RIA information pack. The detailed risks are disclosed in the respective RIA information pack for the investors to make informed decision. Such disclosure includes the disclosure on participation risks, default risks, investment risks and exchange rate risks.



### 3.10 Liquidity Risk {PD-1.3.36}

#### 3.10.1 Introduction

Liquidity risk is the risk that the Group does not have sufficient financial resources to meet its obligations as they fall due, or will have to do so at an excessive cost. This risk arises from mismatches in the timing of cash flows.

Funding risk arises when the necessary liquidity to fund illiquid asset positions cannot be obtained at the expected terms and when required.

To control this risk, management has taken various measures including but not limited to arrangement of diversified funding sources in addition to its core deposit base, management of assets with liquidity in mind, and monitoring of future cash flows and liquidity gaps and needs on a daily basis.

This incorporates an assessment of expected cash flows and gaps and the availability of high grade collateral which could be used to secure additional funding if required.

The Group maintains a portfolio of highly marketable and diverse assets that can be easily liquidated in the event of an unforeseen interruption of cash flow. The Bank also has lines of credit that provide it with access to funds to meet liquidity needs. In addition, the Bank maintains a statutory deposit with the CBB equal to 5% of customer deposit denominated in Bahraini Dinar.

The liquidity position is assessed and managed under a variety of scenarios, giving due consideration to stress factors relating to both the market in general and specifically to the Bank.

As at 31 December 2017 the Group maintains liquid assets to counter liquidity issues. The liquid assets of the Group, are listed below:

- Current account and reserves with the CBB
- Cash-in-hand and held with other financial institutions in nostro accounts
- Short-term Murabaha & wakala placements with financial institutions
- Investments in marketable sukuks and equities

#### 3.10.2 Sources of liquidity risk

Liquidity risk may arise and materialise in the following ways:

- Contractual mismatch between the cash flows of assets and liabilities
- Insufficient diversification of funding sources or concentration of funding sources
- Operating in different currencies, which creates cross currency funding and liquidity risk
- Unexpected withdrawal of funds by investment account holders
- Non-performance or late payment by customers
- Name issue, credit down grade or adverse publicity may result in mass movements of deposits to other banks
- Default of entities who are large borrowers and whose shares are held as collateral
- Unexpected funding required for off-balance sheet items, such as payments to beneficiaries under letters of credit that have been defaulted by customers
- Fall in income when the profit earned from assets are lower than the profit paid on liabilities and the profit rates revise downwards
- Loss of confidence in the banking system





### 3.10.3 Liquidity Risk Strategy

The Board is responsible for approving and reviewing (at least annually) the liquidity risk strategy and significant amendments to the liquidity risk policies. The Bank's senior management is responsible for implementing the liquidity risk strategy approved by the Board to identify measure, monitor and control the risks faced by the Bank.

The bank monitors the liquidity gap for all types of funding (self financed, URIA financed and RIA financed) and has separate limits for them. Further, the bank manages the liquidity requirements for the entire balance sheet and might fund the funding gap from its own sources for any sources of funding.

The Bank monitors the liquidity positions and gaps by comparing maturing assets and liabilities in different time buckets of up to 1 month, 1–3 months, 3–6 months, 6 months to 1 year and 1 year and above. As a strategy the Bank maintains a large customer base and good customer relationships.

The Bank has a liquidity contingency plan to meet urgent liquidity requirements in stressed conditions that addresses how funding liquidity would be managed if either their specific financial conditions were to decline or broader conditions created a liquidity problem. The plan is reviewed and updated regularly. The plan is also tested periodically.

The Bank has also created a policy for its subsidiaries to report the liquidity needs arising from their activities via the investment team.

The Treasury Department, in conjunction with RMD periodically reviews/updates the liquidity risk strategy which is approved by ALCO and the Board.

Further details relating to Liquidity risk are provided in note 36.3 of the audited financial statements of the Bank for the year ended 31 December 2017.



### 3.10 Liquidity Risk (continued)

#### 3.10.4 Liquidity Risk Measurement Tools (continued)

##### Limits

The limits are in line with the overall liquidity risk management strategy approved by the Board. The breach of the limits is reported to the Board. The Bank monitors the limits on the liquidity gaps in various tenor buckets and on the ratios.

##### Stress Tests

On a monthly basis, the Bank conducts stress tests on its liquidity profile. The institution specific and market wide stress tests are conducted. The gaps are created under stress conditions to understand the liquidity needs in case of stress situations.

Table – 45. Liquidity Risk Exposure Indicators

<b>LIQUIDITY RISK: QUANTITATIVE DISCLOSURE</b>	
<b>Liquid assets to customer deposits (PD-1.3.37)</b>	
As at 31 December 2017	29.60%
During the period:	
Average	30.78%
Highest	36.32%
Lowest	25.83%



### 3.11 Profit Rate Risk {PD-1.3.39}

#### 3.11.1 Introduction

Profit rate risk is the potential impact of the mismatch between the rate of return on assets and the expected rate of funding due to the sources of finance. Profit rate risk arises from the possibility that changes in profit rates will affect future profitability or the fair values of financial instruments.

The Bank has established a Profit Rate Risk Management strategy and policy and manages the profit rate risk accordingly.

The profit rate risk in the Bank may arise due to the following transactions:

- a) Murabaha transactions;
- b) Mudaraba transactions;
- c) Ijarah Muntahia Bittamleek;
- d) Sukuks; and
- e) All other rate sensitive products

#### 3.11.2 Sources of Profit Rate Risk

The different profit rate risks faced by the Group can be classified broadly into the following categories:

##### **Maturity mismatch**

The non-alignment of maturities/re-pricing dates of assets and liabilities give rise to profit rate risk. In the case of fixed profit rates, maturities are considered whereas for floating or variable profit rates the re-pricing/rollover dates are considered.

##### **Basis value risk**

Assets and liabilities with similar maturities / re-pricing dates and highly, though imperfectly, correlated profit rate benchmarks (USD-LIBOR and BIBOR) are exposed to basis risk.

##### **Profit rate curve risk**

Changes to the values, slope and shape of the profit rate curve that impact the assets and liabilities of the Group in a dissimilar manner give rise to profit rate risk.

##### **Risk of counterparty's options underlying assets**

The availability of options, with the Group's counterparties, to make prepayments or early withdrawals can leave the Group with excess or deficit funds that need to be invested or funded again at unknown profit rates. This imposes a profit rate risk on the Group.



### 3.11.3 Profit Rate Risk Strategy

The Bank's Board is responsible for approving and reviewing (at least annually) the profit rate risk strategy and significant amendments to the profit rate risk policies. The Bank senior management is responsible for implementing the profit rate risk strategy approved by the Board to identify, measure, monitor and control the risks faced by the Bank.

The Bank's strategy includes taking the following steps:

- Identify and document the profit rate risk sensitive products and exposures it wishes to engage in;
- Strive to reduce the maturity / re-pricing mismatch between assets and liabilities on its statement of financial position;
- Abstain from entering into fixed price assets / liabilities with unusually long tenure / maturity;
- Reduce the reliance on short term inter-bank borrowings to avoid short term earnings pressure. The Bank will strive to reduce the proportion of inter-bank liabilities as a percentage of total liabilities;
- Periodically review the profit rates offered on savings, VIP savings, Investment accounts and VIP Murabaha keeping in view the profit rates offered by competitors, cost of funds, market conditions etc;
- Establish a limit structure to quantify its overall profit rate risk tolerance. These limits will be monitored on a periodic basis and any exceptions to the limits will be immediately dealt with;
- Strive to maintain a minimum spread between cost of funding and profit generated from assets while simultaneously ensuring the liquidity mismatch does not exceed a certain threshold for a maturity bucket;
- Periodically review the changes in major market rates (Fed rates, LIBOR, BIBOR) and anticipated trends and their potential impact on expected rate of return on their liabilities;
- If needed, the Bank may take a natural hedge on its rate sensitive assets by raising liabilities having similar re-pricing profile;
- Conduct periodic stress tests to assess the effect of extreme movements in profit rates for all major currencies which may expose the Bank to high risks; and
- At all times, the Bank will ensure that it follows the overall profit rate risk strategy while taking any new profit rate risk exposures.



### 3.11.4 Profit Rate Risk Measurement Tools

The following methods are adopted by the bank to quantify profit rate risk in the banking book:

#### Re-pricing gap analysis

As part of the re-pricing gap analysis, the Bank defines certain assumptions based on the re-pricing date and profit rate sensitivity for allocating each instrument/position to a given time bucket. The periodic gap compares Rate Sensitive Assets (RSAs) with Rate Sensitive Liabilities (RSLs) across each single time bucket while the cumulative gap compares RSAs with RSLs over all time buckets from the present day through the last day in each successive time bucket. This is done for each major currency the Bank operates in. A positive gap indicates that if reference rates fall, net income will be adversely affected.

#### Economic value of equity (EVE)

The EVE measures the change in the Bank's market value of equity resulting from upward and/or downward movements in the yield curve. The Bank uses the analysis to measure the impact on its equity that could occur due to the yield curve movements, at a particular point of time.

#### Earnings-at-Risk (EaR)

Earnings-at-risk will measure the loss in earnings resulting from upward and/or downward movements in the yield curve. The Bank will use the analysis to evaluate the profit rate risk exposure of the banking book over a particular time horizon and calculate the potential impact on earnings over the specified horizon. Bank has implemented a simplified version of EaR in 2012.

#### Limits

The Board specified the limits on the re-pricing gaps. The reports are regularly monitored.

#### Stress Testing

The Bank conducts the stress tests on the re-pricing gaps and economic value of the equity by shocking the yield curves by various amounts such as 50 basis points, 100 basis points and 200 basis points. The bank has also started stress tests based on its EaR methodology. The stress tests also included the concepts of EaR to estimate the profit rate risk.

### 3.11.5 Profit Rate Risk Monitoring and Reporting

The Bank is monitoring the profit rate through the Focus ALM system implemented by the Bank. The report is then presented to ALCO and the Board to review the results of gap limits and exceptions, if any, and recommend corrective actions to be taken.

### 3.11.6 Quantitative Disclosures

Table – 46. Profit Rate Shock

Amount in BD '000

<b>PROFIT RATE RISK IN THE BANKING BOOK</b>			
<b>200bp Profit Rate Shocks (PD-1.3.40 (a)+(b))</b>			
<b>Assets</b>	<b>Amount</b>	<b>Change in Basis Points</b>	<b>Effect on Net Income for the Year</b>
Due from banks	46,107	200	922
Financing contracts	581,382	200	11,628
Investment in sukuk	157,065	200	3,141
<b>Liabilities</b>			
Due to banks and financial institutions	325,084	200	(6,502)
Customers' murabaha accounts	73,609	200	(1,472)
Subordinated wakala payable	94,250	200	(1,885)
Equity of investment account holders	477,676	200	(9,554)

### 3.12 Financial Performance and Position

Table – 47. Ratios

<b>Financial Performance and Position</b>					
<b>(PD-1.3.9(b))</b>					
<b>Quantitative Indicator</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>	<b>2013</b>
Return on average equity	7.53%	0.32%	2.94%	1.40%	1.53%
Return on average assets	1.39%	0.08%	0.73%	0.34%	0.38%
Staff cost to net operating income ratio	32.76%	39.36%	16.02%	25.83%	41.5%

Formula is as follows:

ROAE = Net Income/average equity

ROAA= Net profit/ average Assets



## 4 Corporate Governance and Transparency

The Bank has established a strong corporate governance framework that is designed to protect the interests of all stakeholders, ensure compliance with regulatory requirements, and enhance organisational efficiency. The Bank has also established a robust organisational structure that clearly segregates functions and responsibilities, and reflects a division of roles and responsibilities of the Board of Directors and Management. Clear mandates exist for the Board, Chairman of the Board, Board Committees, Managing Director and Chief Executive Officer, the Management, and Senior Management Committees.

### Board of Directors & Board Committees

The Bank's Board of Director (Board) comprises of eight directors, including the Chairman of the Board and the Managing Director and the Chief Executive Officer ("MD & CEO"). The Board periodically assesses its composition and size, and where appropriate re-constitutes itself and its committees. Appointment and termination of board members are in accordance with the Articles of Association of the Bank. While deciding upon the composition of the Board, the Bank will ensure compliance with the requirements of the High Level Controls Module, Volume 2 issued by the CBB.

The Board is accountable to the shareholders for the creation and delivery of strong and sustainable financial performance and long-term sustainable shareholder value by providing effective governance over the Bank's affairs. It determines the strategic objectives and policies of the Bank to deliver such long term value, providing overall strategic direction to the Bank within a framework of rewards, incentives and controls. Detailed responsibilities of the Board are provided in their respective terms of references.

With regard to the procedures relating to conflict of Interest, the Board charter states that all transactions of the Bank shall be carried out on an arm's length basis. Any decision to enter into a transaction, under which Board members or any member of the management have conflicts of interest that are material, shall be formally and unanimously approved by the entire Board.

The Chairman is responsible for leading the Board, ensuring its effectiveness, monitoring the performance of the Executive Management, and maintaining a dialogue with the Bank's shareholders.

The Board has the following committees:

- 1- Audit & Compliance Committee
- 2- Governance Committee
- 3- Nomination & Remuneration Committee
- 4- Risk Committee
- 5- Credit & Investment Committee

Each committee has specific terms of references that define its responsibilities, scope and powers. Detailed responsibilities of the Board and its committees are provided in the Bank's Corporate Governance Charters.

The Nomination and Remuneration Committee of the Bank is charged to recommend performance based incentives for the senior management including the MD & CEO. Such recommendations are also subject to the Board approval.

The remuneration of Fatwa & Sharia Supervisory Board and the Board is subject to the AGM Approval.



## Corporate Governance Charters

The Bank has developed Corporate Governance Charters that provide the basis for promoting high standards of corporate governance in the Bank. It sets out high level guidelines and lays the foundation for the overall corporate governance system in the Bank. It outlines the key elements of an effective corporate governance framework and describes the roles and responsibilities of the Board of Directors which outlines the role of the Board in its review, approval and monitoring of the Bank's strategy and financial performance within a framework of sound corporate governance. It also contains the terms of references for all the Board and Senior Management Committees.





## Remuneration Policy

The HR Department of the Bank engaged an external consultant to assist them in appropriately adopting a variable remuneration policy applicable to KFHB Bahrain and its banking subsidiaries (if any) which was also discussed with the NRC. The NRC reviews the remuneration policy on an annual basis and, when needed, appropriate changes are made.

KFHB's objectives are to maintain a Remuneration Policy that:

- Enables KFHB to attract and retain employees, and motivate them to achieve results with integrity and fairness;
- Encourages a performance culture that is based on merit, and rewards excellent performance, both in the short and long term aligned to the core values of KFHB;
- Balances the mix of Fixed Compensation and Variable Compensation in such a way that reflects KFHB's values and risk appetite;
- Is consistent with, and promotes effective risk management practices, compliance and control culture of KFHB;
- Fosters teamwork and collaboration across KFHB;
- Control and Support functions that report independently of the lines of business are compensated independently of the lines of business by:
  - a) Setting total remuneration to ensure that variable pay is not significant enough to encourage inappropriate behaviours while remaining competitive with the market;
  - b) The remuneration decisions are based on their respective functions and not the business units they support;
  - c) Performance measures and targets are aligned to the unit and individual objectives that are specific to the function;
- Considers long term growth and shareholder value alignment; and
- Is approved by the shareholders and the Board of Directors and regularly monitored in terms of implementation by the Nomination and Remuneration Committee (NRC).

## Regulatory Alignment

The remuneration policy which includes the variable pay has been re-designed to promote sound risk management. The linkage between risk and remuneration has been taken care of through the governance process, target setting process for the bank and business units, the performance evaluation measures, introduction of both deferral over a 3 year period, share linked component and with introduction of clawback and malus provisions.

The mix of salary allowances, benefits and variable pay is aligned to the nature of job and the position. Accordingly for the MD & CEO, executive management in Business units and the business unit positions, the pay mix is structured as lesser fixed pay and more of variable pay subject to achieving the targets. For staff in Control and Support functions, the pay mix is structured as more fixed and lesser variable pay. Further, the variable pay, for staff in Control and Support Functions, is based on their units target and individual performance and not linked to Bank's performance.



### Deferral and share linked instruments

The Bonus for the MD & CEO, his deputies, Material Risk Takers and Approved persons whose total remuneration exceeds the regulatory threshold has a deferral element and share linked payment. The deferral arrangements are as follows:

MD & CEO, his deputies and top 5 Executive Management members (in terms of total remuneration) in Business units:

- 40% of the variable pay will be paid in cash at the end of the performance period; and
- The balance 60% will be deferred over a period of 3 years with 10% being cash deferral and 50% being shares and the entire deferred variable pay will vest equally over a 3 year period. (Year 1, Year 2 and Year 3)

For all other employees in Business and Approved persons in Control and Support Functions and whose total remuneration exceeds the regulatory threshold:

- 50% of the variable pay will be paid in cash at the end of the performance period; and
- 10% will be paid in the form of shares at the end of the performance period which has to be retained by the employee for 6 months from the date of award.
- The balance 40% will be deferred over a period of 3 years and paid in the form of shares and vests equally over the 3 year period.

### Claw back and Malus

The Bank has introduced claw back and malus clauses whereby the NRC has the right to invoke these clauses under certain pre-defined circumstances wherein the Bank can clawback the vested as well as the unvested bonus paid or payable to a staff.

### Key Remuneration Components

The Bank will try, at all times, to maintain pay scale and benefits appropriate to the local job market and allow for changes in the cost of living. The compensation package shall comprise of basic salary, allowances and benefits and discretionary variable pay. The following table summarises the total remuneration:

The Bonus pool is determined based on the bottom up approach i.e. by setting base multiples of monthly salary per level and aggregating the multiples per unit and then on to the bank level.

The basis of payment of bonus would be as follows:

- CEO and Executive management: not aligned to a specific Business Unit Base multiple\*Bank score\*Individual score
- Business units: base multiple \* Bank score\*Unit score\*Individual score
- Control & Support units: Base multiple\*Unit score\*Individual score



## Computation of Variable Pay – Business Units

### Beginning of the performance period (financial year):

Targets are set for the Business units and is aggregated to the Bank level target. In setting targets, all Bank wide risk parameters and unit specific KPIs shall be considered.

For achieving the target, total Bonus pool is set based on multiples of base salary across the Bank. The key feature is that bonus is part of the target set (i.e. the overall target includes the bonus element as well). The different levels of targets are not just % increase in profits but profits adjusted for additional bonus.

### The Summary of the Variable pay process is:

- Links reward to Bank, business unit and individual performance.
- Target setting process considers risk parameters which are both quantitative and qualitative such as reputation.
- Bonus can be lesser or nil if the Bank or business units do not achieve the risk adjusted targets or make losses.
- Post risk assessment is carried out to ensure that in case of material losses or realisation of less than expected income which can be attributed to employees actions the claw back or malus as appropriate is invoked.

### Bonus Pool Evaluation

The actual results are evaluated against targets, considering the risk parameters matrix and adjustments if any to the unit score or the Bank's score as appropriate are made and the bonus pool is revised accordingly. The actual bonus pool is approved by the NRC and the individual Bonus payments are as per the scoring matrix.



## Remuneration Details

Table – 48

Amount in BD '000

<b>Members of the Board of Directors</b>			
<b>Total remuneration</b>	<b>Unrestricted</b>		
	<b>2017</b>	<b>2016</b>	
Fixed remuneration			
· Sitting Fees	120	191	
· Annual Remuneration	198	103	

Table – 49

Amount in BD '000

<b>Approved Persons in Business Lines</b>				
<b>Total remuneration</b>	<b>Unrestricted</b>		<b>Deferred</b>	
	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>
Fixed remuneration				
· Cash-based	1,071	1,101		
· Shares and shares-linked instruments				
· Others				
Variable remuneration				
· Cash-based	245	213	61	47
· Shares and shares-linked instruments		2	306	257
· Others				

\* The approved persons in business lines are 6 as of 31 December 2017.

Table – 50

Amount in BD '000

<b>Approved persons in Support Units and Controlled Functions</b>				
<b>Total remuneration</b>	<b>Unrestricted</b>		<b>Deferred</b>	
	<b>2017</b>	<b>2016</b>	<b>2017</b>	<b>2016</b>
Fixed remuneration				
· Cash-based	1,045	1,157		
· Shares and shares-linked instruments				
· Others				
Variable remuneration				
· Cash-based	236	147		6
· Shares and shares-linked instruments		9	182	115
· Others				

\* The approved persons in support units and controlled functions are 10 as of 31 December 2017.

Table – 51

<b>PD-1.3.10B (n) Number of meetings held by the NRC and aggregate remuneration</b>		
	<b>2017</b>	<b>2016</b>
Number of meetings	2	3
Aggregate remuneration paid to its members (amount in BD '000)	23	20



Table –52. Corporate Governance

Corporate Governance and Transparency (PD-1.3.10(b))							
Name of Board Member	Independence Status	Profession	Business Title	Experience in Years	Qualification	Director Since	Appointment / Reappointment Date
Hamad Abdulmohsen Almarzouq	Independent Non-Executive Director & Chairman	Business	Businessman	More than 30 years	MBA	Mai.15	Mai.15
Mohammed Al Fouzan	Executive Director & Vice Chairman	Banker	Consultant Group Chief Executive Officer	More than 30 years	Bachelor of Commerce and Business Administration	Jul.12	Mär.14
Noorur Rahman Abid	Independent Non-Executive Director	Chartered Accountant	Businessman	More than 31 years	Fellow Chartered Accountant (FCA)	Mai.15	Mai.15
Abdulwahab Issa Al-Rushood	Executive Director	Banker (Chief Treasurer)	General Manager – Kuwait Treasury	More than 27 years	Bachelors in Science, Mathematics	Mär.14	Mär.14
Mahmoud Difrawy*	Independent Non-Executive Director	Business	Businessman	More than 41 years	Bachelors in Economics	Sep-14	Sep-14
Shadi Ahmed Zahran	Executive Director	Banker	Group Chief Financial Officer	More than 24 years	Master in Business Administration, CPA, CIPA, CBA, Jordain CPA.	Sep-14	Sep-14
Abdulla A.Hammed Al Marzooq	Executive Director	Banker	Deputy General Manager - Group Financial Institution	More than 21 years	Master in Business Administration	Apr.14	Apr.14
Abdulhakeem Yaqoob Alkhayyat	Managing Director and CEO	Banker	MD & CEO - KFH Bahrain	More than 24 years	CPA , BBA and Bachelors in Accounting	Mär.08	Mär.14
Khalid Al Saad	Independent Non-Executive Director	professor	associate professor	More than 34 years	Ph.D	Feb.16	Feb.16

The Board term is for a period of three years.

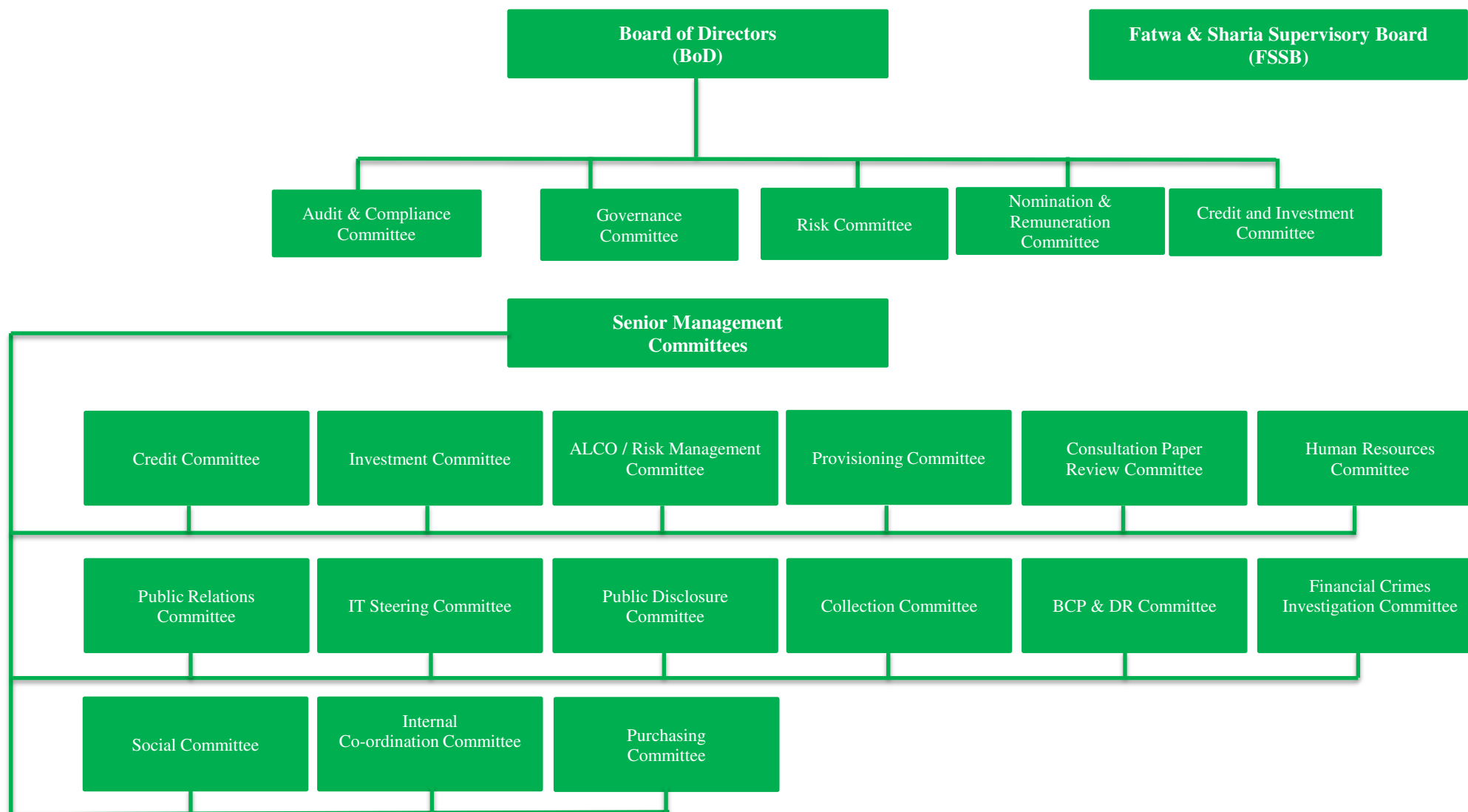
\*Subsequent to the year-end, Mr. Mahmoud Difrawy resigned from the Board of KFH Bahrain.



Table – 53. Corporate Governance

<b>Information on the key directorships held by the directors on other boards is as follows:</b>	
<b>Name of Board Member</b>	<b>Directorships on other companies</b>
Hamad Abdulmohsen Almarzouq	Chairman - KFH Kuwait Chairman - Kuveyt Türk
Mohammed Al Fouzan	Director - Sharjah Islamic Bank Director - Kuwait Finance House (Malaysia)
Noorur Rahman Abid	Director - KFH Kuwait Director - Arcapita Bahrain Director - Meezan Bank Pakistan Director - Dr Suleiman Fakeeh Hospital Jeddah Director - Al Shaheer Investment - Pakistan Director - A.A.O.I.F.I
Shadi Ahmed Zahran	Member in Board of Directors of KFH Capital Member in Board of Trustees of AAOIFI (non-profit organization)
Abdulla A.Hammed Al Marzooq	Director - Hayat Investment Company (Kuwait)
Abdulwahab Issa Al-Rushood	Aviation Leasing & Finance Company (ALAFCO), Kuwait Council for Islamic Banks and Financial Institutions (CIBAFI - Bahrain) - Consultative Group Member
Abdulhakeem Yaqoob Alkhayat	Chairman - Diyar Al Muharraq W.L.L. Chairman - Durrat Al Bahrain
Khalid Al Saad	Director - Institute of Banking Studies Vice Chairman - Sama Educational Company





Board committees with their respective objectives and members are as follows:

Table – 54. Board Committee's objectives

Board Committee	Membership	Objective
Credit and Investment Committee (CIC)	1. Mohammed Al Fouzan 2. Shadi Ahmed Zahran 3. Abdulwahab Al-Rushood	The CIC is a Board appointed committee which is comprised of three executive director. The general objective of the CIC is to provide an independent and objective view (approve or disapprove) of credit, treasury and investment proposals, approved by the management level Credit or Investment Committees.
Audit and Compliance Committee (ACC)	1. Noorur Rahman Abid 2. Mahmoud Difrawy 3. Abdulla Al Marzooq	The ACC is a Board appointed committee which is comprised of two independent directors and an executive director. The Chairman of the Committee is also an independent director. For audit related matters, the committee assists the Board of Directors in carrying out its responsibilities with respect to assessing the quality and integrity of financial reporting, the audit thereof and the soundness of the internal controls of the Bank. For compliance related matters, the committee assists the Board of Directors in the assessment of compliance with law, regulations and other requirements imposed on the Bank from time to time. The committee also oversees and manages the compliance and anti financial crime requirements of the Bank and legal related matters.
Risk Committee (RC)	1. Mahmoud Difrawy 2. Noorur Rahman Abid 3. Abdulla Al Marzooq	The RC is a Board appointed committee which is comprised of two independent directors and an executive director. The Chairman of the Committee is also an independent director. The committee is a reviewing and recommending body appointed by the Board of Directors to assist the Board in discharging its oversight duties relating to: <ul style="list-style-type: none"> <li>- Recommendation of the risk charter of the bank to the Board, highlighting the key risks from identified business strategies, the risk appetite, the risk governance models including strategies, policies, processes, roles and responsibilities relating to various departments and various levels of risk management within the Bank; and</li> <li>- Establishing appropriate policies and procedures to mitigate the applicable risks on the overall operations of the Bank.</li> </ul>
Governance Committee (GC)	1. Hamad Abdulmohsen Almarzouq 2. Mahmoud Difrawy 3. Noorur Rahman Abid 4. Khalid Al Saad	The GC is a Board appointed committee which is comprised of three independent directors including the Chairman. The committee is a reviewing and recommending body appointed by the Board of Directors to assist the Board in discharging its oversight duties relating to: <ul style="list-style-type: none"> <li>- Establishing appropriate Corporate Governance structures, delegation of authority and reporting protocols;</li> <li>- Ensure potential measure and improvements in corporate governance are implemented.</li> </ul>
Nomination and Remuneration Committee (NRC)	1. Noorur Rahman Abid 2. Mahmoud Difrawy 3. Khalid Al Saad	The NRC is a Board appointed committee which is comprised of three independent director. The primary objective of the NRC is to assist the Board in identifying and nominating individuals qualified to serve as Board member, MD & CEO, senior management and sub-committee members as well as the assessment of such appointees. The NRC is also responsible to make specific recommendations to both remuneration policy and remuneration packages of individual approved persons and material risk takers.



Table – 55. Meetings and attendance

	Minimum required meetings in 2017	Hamad Abdulmohsen Almarzouq	Mohammed Al Fouzan	Noorur Rahman Abid	Mahmoud Difrawy	Shadi Zahran	Khalid Al Saad	Abdulla Al Marzouq	Abdulwahab Al-Rushood	Abdulhakeem Alkhayyat
<b>Board of Directors</b>	<b>4</b>									
8th Feb 2017		✓	✓	✓	✓	✓	✓	✓	✓	✓
17th April 2017		✓	✓	✓	✓	✓	✓	✓	✓	✓
12th June 2017		✓	✓	✓	✓	✓	✓	✓	✓	✓
3rd October 2017		✓	✓	✓	✓	✓	✓	✓	✓	✓
7th November 2017		✓	✓	✓	✓	✓	✓	✓	✓	✓
12th December 2017		✓	✓	✓	✓	✓	✓	✓	✓	✓
<b>Credit &amp; Investment Committee</b>	<b>4</b>									
5th February 2017			✓			✓			✓	
6th April 2017			✓			✓			✓	
11th September 2017			✓			✓			✓	
5th November 2017			✓			✓			✓	
<b>Audit &amp; Compliance Committee</b>	<b>4</b>									
7th February 2017				✓	✓			✓		
16th April 2017				✓	✓			✓		
12th June 2017				✓	✓			✓		
06th November 2017				✓	✓					
<b>Board Risk Committee</b>	<b>4</b>									
7th February 2017				✓	✓			✓		
16th April 2017				✓	✓			✓		
12th June 2017				✓	✓			✓		
06th November 2017				✓	✓					
<b>Nomination &amp; Remuneration Committee</b>	<b>2</b>									
7th Feb 2017				✓	✓		✓			
12th Dec 2017				✓	✓		✓			
<b>Governance Committee</b>	<b>2</b>									
3rd October 2017				✓	✓		✓			
12th December 2017				✓	✓		✓			



### **Fatwa and Shari'a Supervisory Board**

The Fatwa and Shair'a Supervisory Board (FSSB) is an independent body, entrusted with the duty of directing, reviewing and supervising the activities of the Bank in order to ensure the compliance with Islamic Shari'a rules and principles. The fatawa and rulings of the FSSB are binding. Before launching any new products or services, the related policies and agreements shall be verified by the FSSB in coordination with the senior management. The Fatwa and Shari'a Supervisory Board provides guidelines, assists in formulating policies and conducts annual Shari'a audit in order to assure the Bank's compliance with all Shari'a principles. The responsibilities of the Fatwa and Shari'a Supervisory Board are outlined in the respective terms of references.

### **Deposit Protection Scheme**

Subject to the provisions thereof, deposits held with the Bahrain office of Kuwait Finance House are covered by the Deposit Protection Scheme established by the Central Bank of Bahrain regulation concerning the establishment of a Deposit Protection Scheme and a Deposit Protection Board.

### **Training and Evaluation of Board Members**

The Compliance Department of the Bank prepares an annual orientation program for the members of Board of Directors.

The Board of Directors and Board committees are subject to an annual evaluation which is initiated by the Nomination & Remuneration Committee and presented to the entire Board for their review and appropriate action, where required.

### **Compliance with High Level Controls (HC) Rulebook of CBB**

The following are the exceptions to guidance provided in the High Level Controls Rulebook of the CBB:

#### **Governance Committee (GC)**

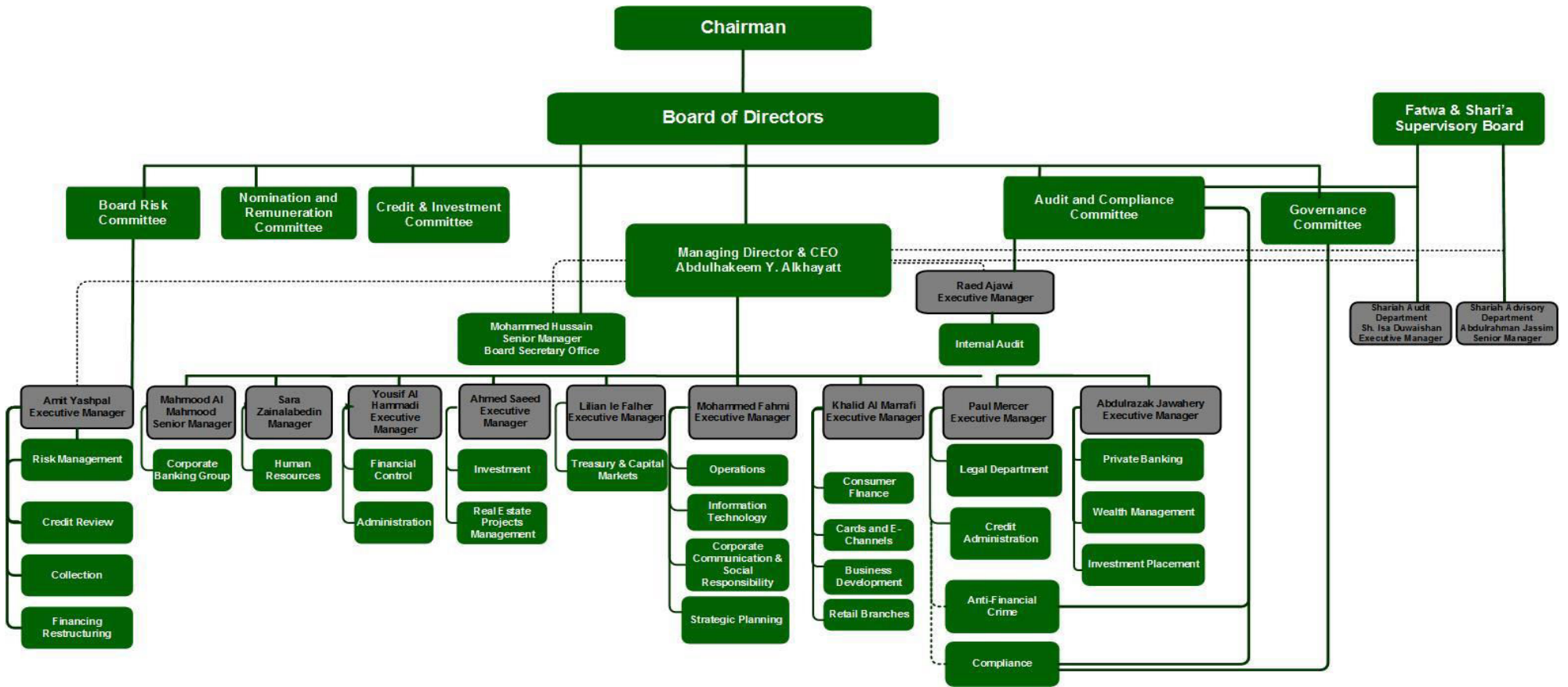
The GC shall include a Shari'a scholar who is a member of the Fatwa & Shari'a Supervisory Board (FSSB) for the purpose of leading the GC on Shari'a related governance issues (if any), and also to coordinate and link the complementary roles and functions of the GC and FSSB. The current composition of the GC does not include a Shari'a scholar as the Audit & Compliance Committee of the Bank reviews Shari'a reports issued by the Shari'a Advisor of the Bank at least twice a year or more frequently, as appropriate. Moreover, the GC invites a representative from the Shari'a department to discuss any Shari'a related matter.

#### **Annual General Meeting (AGM)**

With regards to HC-7.2.2, the Bank is effectively a fully owned subsidiary of KFH Kuwait. The Board and Board Committees have considerable representation from KFH Kuwait and therefore, the shareholders is fully apprised on matters relating to audit, compliance, risk, governance, nomination and remuneration.



Organisational Structure



## Senior Management

Table – 56

<b>(PD-1.3.10(b))</b>			
<b>Name</b>	<b>Business Title</b>	<b>Experience in Years</b>	<b>Qualification</b>
Abdul Razak Jawahery	Executive Manager	More than 29 years	MBA; and BBA.
Ahmad Saeed	Executive Manager	More than 22 years	Chartered Accountant.
Khaled Al Maarafi	Executive Manager	More than 38 years	Certified Public Accountant (CPA); BSC in Accounting; Diploma in Accounting; and Diploma in Basic Supervision.
Paul Mercer	Executive Manager	More than 23 years	MA (Law); BA (Law); Postgraduate Diploma (Law); and Officer of the Supreme Court of England and Wales.
Lilian Le Falher	Executive Manager	More than 22 years	Certified Financial Analyst (Charter holder); and Masters in Management (Banking and Finance).
Amit Yashpal	Executive Manager	More than 25 years	Master of Information Management and Systems- specialization Financial Engineering, USA; MA in Economics- specialization econometrics; Chartered Financial Analyst (CFA charter holder), USA; Financial Risk Manager, FRM, GARP USA; Chartered Alternative Investment Analyst (CAIA charter holder), USA.



<b>(PD-1.3.10(b))</b>			
<b>Name</b>	<b>Business Title</b>	<b>Experience in Years</b>	<b>Qualification</b>
Yousif Al Hammadi	Executive Manager	More than 28 years	MBA
Mohammed Fahmi Hamad	Executive Manager	More than 20 years	Certified Financial Analyst (CFA); and Bachelor in Accounting
Isa Duwaishan	Executive Manager	More than 28 years	Masters of Islamic Banking; Bachelors of Accounting; Certified Shari'a Adviser and Auditor; Legal Accountant certificate and Advance Diploma in Islamic Commercial Jurisprudence.
Mohammed Hussain	Board Secretary	More than 15 years	Bachelor Degree in Banking and Finance
Raed Ajawi	Executive Manager	More than 18 years	Certified Public Accountant (CPA); BSC in Accounting; and Certified Sharia Advisor and Auditor (CSAA).
Alya AlShakhoory	Head of Anti-Financial Crimes / MLRO	More than 17 years	Bachelor in Chemical Engineering; Certified Anti Money Specialist (CAMS); and Master Compliance Professional.
Mazar Jalal	Head of Compliance	More than 18 years	Bachelor in Accounting; International Diploma in Compliance; and Advance Diploma in Islamic Banking & Insurance, UK
A. Jalil Janahi	Head of Real Estate Project Management - Senior Manager	More than 32 years	Master in Civil Engineering BSc in Civil Engineering Technician Diploma in Building Management
Sara Zainalabedin	Head of Human Resources	More than 10 years	Bachelor in Accounting;
Mohammed Mattar	Deputy MLRO	More than 14 Years	MBA in Finance; BSc in Business Information System; and CIPA.



## Code of Ethical Business Conduct

The Bank has developed a Code of ethical business conduct that covers the principles, policies and laws that govern the Bank's activities. The Code includes (but not limited to) the following:

### i) Integrity, honest and ethical Conduct

The Board and management of the Bank shall act with honesty, integrity and in good faith with a view of best interest of the Bank, its shareholders and other stakeholders. They shall ensure that proper judgment is exercised when making business decisions.

### ii) Commitment to the law and best practice standards

The Board and management shall always ensure their commitment to comply with the applicable laws and regulations. This commitment should also include adopting and adhering to the leading industry practice standards.

### iii) Confidentiality

The Board and management must preserve strict confidentiality of the Bank's information even after the termination of their membership except, when disclosure is required by law.

### iii) Conflict of interest

The Board and management of the Bank shall act independently and avoid any conflict of interest in their decision making process. The approved persons must declare in writing all of their interests in enterprises or activities (whether as a shareholder of above 5% of the voting capital of a Company, a manager, or other form of significant participation) to Board on an annual basis.

### iv) Acceptance of gifts

The Board and management of the Bank should not accept gifts or any kind of favors and services from the Bank's major customers, suppliers or other stakeholders.

### v) Cooperation with regulatory bodies

The Board and the management shall ensure co-operation with the CBB and any other relevant regulatory authorities.

### vi) Employment practices

The Board and management shall encourage the establishment of and adherence to policies concerning health and safety of employees, training, prohibition on the offering and acceptance of bribes and potential misuse of the Bank's assets.



### Corporate Communications Strategies

The Bank maintains an effective communications strategy by means of deploying a board approved Corporate Communication Manual that enables both the Board and Management to communicate effectively with its shareholders, stakeholders and the general public. Main communications channels include the annual report, corporate website and corporate brochure, and regular announcements in local presses.

The Communications Policy has been approved by the Board. This Policy is set to ensure the disclosure of all relevant information to stakeholders on a timely basis in a timely manner and the provision of at least the five years of financial data on the Bank's website.

The Bank has a Corporate Communications Department which is responsible for communicating new products information through various channels of communication which may include publications, website, direct mailers, electronic mail and local media.

### Customers / Investor Awareness Program

The Bank employs a range of communication channels to reach the customers and investors, to create awareness of the Bank products, services and investments.

Communication channels for customers normally adopt an integrated approach, depending on the level of exposure and awareness required. This includes mass media, publishing advertisements in the press and magazine publications, billboards, lamp posts, display Boards, direct mail, SMS messaging and emails.

The external communication program is supported by in-branch communication including; roll-ups, banners, posters, leaflets, flyers, brochures and danglers and online media via the Bank's website, Call Centre and eBanking site.

Communication to investors is predominantly via Private Placement Memorandums and Investor Reports.

### Complaints and Feedback

The Bank has appointed a Complaints Officer to manage customer complaints and ensure that all complaints are properly addressed and issues are resolved in a timely manner. Upon receiving a complaint, the Complaints Officer internally addresses the complaint to the concerned department for their response. After analysing the responses of the concerned department the Complaints Officer finds suitable solution and this will be communicated to the complainant. There are various channels in place to assist in receiving feedback/complaints from customers including the Bank's website and suggestion boxes that have been placed at each of the Bank's branches.

### Other Disclosures

The information on the nature and extent of transactions with related parties is reported in consolidated financial statement of the Group.

The Bank is effectively a wholly owned subsidiary of Kuwait Finance House K.S.C. and information pertaining to the appointment of the external auditors, related fees and any non-audit services provided by external auditors is available for the perusal of the shareholders.

The Bank has put in place a general policy on the employment of relatives of employees. Generally, the Bank avoids employing relatives of employees to avoid conflict of interest however, in exceptional cases, an employment of a relative can be considered provided that the relative does not work within the same department or section or in a position where a conflict of interest may arise.

