

## **POLICY ON REMUNERATION OF DIRECTOR, KEY MANAGERIAL PERSONNEL AND SENIOR MANAGEMENT PERSONNEL**

### **(I) PREFACE**

The Board of Directors of the Company (the “Board”) has approved and adopted the Remuneration Policy (the “Policy”) of **Anand Seamless Limited** (the “Company”), as per the recommendation made by the Nomination and Remuneration Committee (the “Committee”) of Directors of the Company. The Committee has formulated the criteria for determining qualifications, positive attributes and independence of directors and laid down policy relating to remuneration for the directors, key managerial personnel and other employees.

The Policy is in compliance with Section 178 of the Companies Act, 2013 read along with the applicable rules thereto and regulations of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (the “Listing Regulations”).

The Remuneration Policy of the Company is designed to attract, retain and motivate the Senior Management Personnel (“SMP”) including its Key Managerial Personnel (“KMP”) and Directors (collectively referred to herein as the “Board and SMP”). The policy ensures that –

- (a) the level and composition of remuneration is reasonable and sufficient to attract, retain and motivate directors of the quality required to run the company successfully;
- (b) relationship of remuneration to performance is clear and meets appropriate performance benchmarks;
- (c) remuneration to Directors and SMP involves a balance between fixed and incentive pay reflecting short and long-term performance objectives appropriate to the working of the company and its goals; and
- (d) remuneration matches the level in comparable companies, whilst also taking into consideration of the required competencies, effort and scope of the Directors and SMP’s work.

The Remuneration Policy applies to the Company's Senior Management Personnel, including its Key Managerial Personnel and Directors.

The Policy is divided into separate sections for ‘executive directors’, ‘non-executive directors’ and ‘senior management personnel (including key managerial personnel, except executive directors and managing director)’.

### **(II) REMUNERATION OF EXECUTIVE DIRECTORS (INCLUDING MANAGING DIRECTOR)**

The remuneration of the executive directors is set by the Committee in compliance with applicable provisions of the Companies Act, 2013 read with the applicable rules thereto including the Companies (Appointment and Remuneration of Managerial Personnel) Rules, 2014 and the Listing Regulations. The Committee makes a recommendation to the Board for the remuneration payable to the Executive Directors. Then the Board upon the recommendation of the Committee decides and approves the remuneration and

other terms & conditions of appointment of the Executive Directors, subject to approval of the Shareholders of the Company at their meeting.

The remuneration is evaluated annually against performance aligned with shareholders' interests, the Company's strategy and a benchmark of other comparable companies, which in size and complexity are similar to the Company. In determining packages of remuneration, the Committee may consult/discuss with the Chairman or Managing Director of the Company.

Total remuneration shall be comprised as follows:

**Fixed remuneration:** Base-level fixed salary (basic salary) is set at a level aimed at attracting and retaining the Executive Directors with professional and personal competency required to run the Company successfully and accelerate the Company's performance. It is strongly linked to the Company's long-term performance and strategy.

**Allowances & Perquisites:** Allowances and perquisites shall be as follows (subject to the applicable laws, rules and regulations):

- i. Furnished residential accommodation with water, gas, electricity, maintenance, sweeper, gardener, watchman and personal attendant or House Rent Allowance in lieu thereof
- ii. Medical benefits for self and family: Reimbursement of all expenses actually incurred in India and/or abroad.
- iii. Leave Travel Concession for self, wife and minor children once a year.
- iv. Fees of clubs subject to a maximum of two clubs.
- v. Premium on Personal accident insurance policy as per the Company's rules.
- vi. Premium on Medical Insurance for self and family as per the Company's rules.
- vii. Company's contribution towards provident fund as per rules of the Company but not exceeding 12% of salary.
- viii. Gratuity not exceeding one half month's salary for each completed year of service.
- ix. Encashment of leave as per rules of the Company.
- x. Free use of car with driver for official use.
- xi. Free telephone facility at residence including mobile phone for official use

**Incentive programme, bonus pay, etc.:** The Executive Directors are not included in incentive programmes (i.e. employees' stock options schemes, bonus pay or similar plans)

**Severance payments:** It will be in accordance with termination clauses in employment agreements, if any.

**Reimbursement of expenses:** Expenses incurred in connection with Board and Committee meetings held are reimbursed as per account rendered.

**Commission:** The commission will be paid as recommended by the Nomination and Remuneration Committee and approved by the Board subject to approval of the Shareholders of the Company.

### **(III) REMUNERATION OF NON-EXECUTIVE DIRECTORS**

Non-Executive Directors (NEDs) are appointed to bring his/her experience, proficiency and independent view point in order to help and confront the Board making sure that Board decisions are transparent, fair and in the interest of the Company and its shareholders. NEDs are not involved in the management of the Company on a daily basis. NEDs may receive sitting fees for attending the meeting of the Board and Board Committees as approved by the Board on a recommendation of the Committee. The Committee recommends the sitting fees in compliance with applicable provisions of the Companies Act, 2013 read with the applicable rules thereto and the Listing Regulations.

The NEDs are not included in incentive programmes (i.e. employees' stock options schemes, bonus pay or similar plans).

Expenses incurred in connection with attending the Board and Committee meetings are reimbursed as per account rendered.

The commission will be paid as recommended by the Nomination and Remuneration Committee and approved by the Board subject to approval of the Shareholders of the Company.

#### **(IV) REMUNERATION OF SENIOR MANAGERIAL PERSONNEL (INCLUDING KEY MANAGERIAL PERSONNEL, EXCEPT EXECUTIVE DIRECTORS AND MANAGING DIRECTOR) ("SMP")**

**Fixed and variable remuneration:** The Board believes that a combination of fixed and variable/incentive pays (linked to performance of the Company as well as individual) to the SMP ensures that the Company can attract and retain best talents. Incentives can help in creating shareholder value.

The remuneration of SMP mainly comprises basic salary, allowances, perquisites, variable/incentives pay linked to performance, reimbursement of expenses and retirement benefits. Allowance, perquisites, bonus, variable/incentives pay and retirement benefits are paid according to the Company policy, subject to prescribed statutory ceiling under various statutes.

The components of the total remuneration vary for different grades and are governed by the qualification, experience/merits and performance of each employee. The Company while deciding the remuneration also takes into consideration present employment scenario and prevailing remuneration package of the industry.

The annual variable/incentive pay is linked to the performance of the Company in general and their individual performance for the relevant year measured against Company's targets fixed in the beginning of the year.

**Stock Options:** In addition to normal/regular remuneration package, Employees Stock Option Schemes ("ESOS") are also in place for SMP and other employees of the Company, which are in compliance with the Securities and Exchange Board of India (Employee Stock Option Scheme and Employee Stock Purchase Scheme) Guidelines, 1999 (the "Erstwhile SEBI ESOP Guidelines") as replaced by the Securities and Exchange Board of India (Share Based Employee Benefits) Regulations, 2014 and any other guidelines, regulations etc. framed by SEBI in this regard. The objectives of the ESOS are to attract & retain talent, reward for past association & performance and to create long-term shareholder value. The stock option scheme is share-based. ESOS is administered by the Committee. The Committee, in accordance with this Scheme and applicable laws, determines the following:

- (i). The quantum of Employee Stock Options to be granted under the ESOS;
- (ii). The Eligibility Criteria;
- (iii). Terms and conditions for grant of options to employees which may be different for different class of employees falling in the same tranche of options issued under ESOS;
- (iv). The procedure for making a fair and reasonable adjustment in case of corporate actions such as merger, sale of division, stock consolidation, rights issues, bonus issues and others;
- (v). The procedure and terms for the Grant, Vest and Exercise of Employee Stock Option in case of Employees who are on long leave;
- (vi). The procedure for cashless exercise of Employee Stock Options, if required;
- (vii). Approve forms, writings and/or agreements for use in pursuance of the ESOS.

Options granted under ESOS would vest within not less than one year and not more than six years from the date of grant of such options. Vesting of options would be subject to continued employment with the Company and thus the options would vest on passage of time as per the ESOS Scheme. In addition to this, the Committee may also specify certain performance parameters subject to which the options would vest. The options are exercisable not earlier than 1 year following the grant and will lapse if they remain unexercised after 3 years following the vesting. The exercise price for the options is fixed at the time of granting options. The exercise price shall be up to maximum of 50% discount to the Market Price of the Equity Shares as on date of grant. The Board of Directors may subject to compliance with applicable laws, at any time alter, amend, suspend or terminate the ESOS.

**Personal benefits:** SMP is also eligible to a number of work-related benefits, including company car, free telephone, broadband at home, and work-related newspapers & magazines. The extent of individual benefits is negotiated with each individual SMP. SMP is also covered/insured by various insurance policies taken by the Company for its employees from time to time.

## **(V) DISCLOSURE OF INFORMATION**

The Remuneration Policy of the Company shall be placed on the website of the company and the salient features of the policy and changes therein, if any, along with the web address of the policy, shall be disclosed in the Board's report.