



PTC INDUSTRIES LIMITED

Related Party Transaction Policy

(Effective from October 1, 2014)

(Updated on February 7, 2015)

RELATED PARTY TRANSACTION POLICY

1. Preamble

Related party transactions can present a potential or actual conflict of interest which may be against the best interest of the Company and its shareholders. Considering the requirements for approval of related party transactions as prescribed under the Companies Act, 2013 (“Act”) read with rules framed thereunder and clause 49 of the Listing agreement, the Board of Directors (the “Board”) of PTC Industries Limited (the “Company”), has formulated this policy for identification of related Parties and proper conduct and documentation of all related party transactions. This policy has been adopted by the Board of Directors of the Company based on the recommendations of the Audit Committee. Going forward the Audit Committee would review and may amend this policy, as and when required, subject to the approval of the Board.

2. Purpose

Clause 49(VII) (C) of the Listing agreement requires a Company to formulate a policy on materiality of related party transactions and dealing with related party transactions. This policy is framed as per requirement of Clause 49 of the Listing Agreement entered by the Company with the Stock Exchanges and intended to ensure the proper approval and reporting of transactions between the Company and its Related Parties. Such transactions are appropriate only if they are in the best interest of the Company and its shareholders. The Company is required to disclose each year in the Financial Statements certain transactions between the Company and Related Parties as well as policies concerning transactions with Related Parties. The objective of this policy is to set out (a) the materiality thresholds for related party transactions and ; (b) the manner of dealing with the transactions between the Company and its related parties based on the Act, clause 49 of the listing agreement and any other laws and regulations as may be applicable to the Company.

3. Definitions

“Arm’s length Transaction (ALP)” means a transaction between two related parties that is conducted as if they are unrelated, so that there is no conflict of interest.

“Audit Committee or committee” means Committee of Board of Directors of the Company constituted under provisions of Listing agreement and Companies Act, 2013.

“Board” means Board of Directors of the Company

“Control” shall have the same meaning as defined in SEBI (Substantial Acquisition of Shares and Takeovers) Regulations, 2011

“Key Managerial Personnel” means key managerial personnel as defined under the Companies Act, 2013 and includes

(i) Managing Director or Chief Executive Officer or manager,

- (ii) Company Secretary ;
- (iii) Whole-time director; and
- (iv) Chief Financial Officer

“Material Related Party Transaction” will have same meaning as defined in clause 49 of the Listing agreement.

“Ordinary Course of Business (‘OCB’)” means a transaction which is:

- Carried out in the normal course of business envisaged in accordance with the memorandum of association of the Company as amended from time to time, or
- Historical practice with a pattern of frequency, or
- Common commercial practice, or
- Meets any other parameters/criteria as decided by the Board/Audit Committee.

“Policy” means Related Party Transaction Policy.

“Related Party” Will have the same meaning as defined under section 2(76) of the Act and /or the Clause 49.

“Related Party”, will have the same meaning as defined under section 2(76) of the Act and/or the clause 49. Reference and reliance may be placed on the clarification issued by the Ministry of Corporate Affairs, Government of India, SEBI, Stock Exchanges and other authorities from time to time on the interpretation of the term “Related Party”.

“Related Party Transaction” means Means all transactions between the Company on one hand and one or more related party on the other hand including contracts, arrangements and transactions as envisaged in section 188(1) of the Act and/or clause 49.

“Transaction” shall be construed to include single transaction or a group of transactions in a contract.

4. Materiality Thresholds

Clause 49 of the Listing agreement requires for providing of materiality thresholds for transactions beyond which the shareholders’ approval will be required by way of special resolution. PTC has fixed its materiality threshold as prescribed in clause 49(VII)(C) of the Listing agreement.

5. Manner of Dealing with Related Party Transactions

5.1 Identification of related parties

The Company shall identify related parties and finalise/update in consultation with Audit Committee from time to time.

5.2 Identification of Potential Related Party Transactions

Each director and Key Managerial Personnel shall be responsible for providing notice to the Board or Audit Committee of any potential Related Party Transaction involving him or her or his or her Relative, including any additional information about the transaction that the Board/Audit Committee may reasonably request. Board/Audit Committee will determine whether the transaction does, in fact, constitute a Related Party Transaction requiring compliance with this policy. The Company strongly prefers to receive such notice of any potential Related Party Transaction well in advance so that the Audit Committee/Board has adequate time to obtain and review information about the proposed transaction. The determination as to if the transaction is in ordinary course of business and at arm's length basis shall be taken by Audit Committee and for this purpose the Company may seek external professional opinion, if necessary.

5.3 Procedure for approval of Related Party Transactions

5.3.1 Approval of Audit Committee:

All Related Party Transactions shall require prior approval of the Audit Committee. However, the Audit Committee may grant omnibus approval for Related Party Transactions proposed to be entered into by the company subject to the following conditions:

- a)** The Audit Committee shall lay down the criteria for granting the omnibus approval in line with the policy on Related Party Transactions of the Company and such approval shall be applicable in respect of transactions which are repetitive in nature.
- b)** The Audit Committee shall satisfy itself the need for such omnibus approval and that such approval is in the interest of the Company;
- c)** Such omnibus approval shall specify
 - (i)** the name/s of the related party, nature of transaction, period of transaction, maximum amount of transaction that can be entered into,
 - (ii)** the indicative base price / current contracted price and the formula for variation in the price if any and
 - (iii)** such other conditions as the Audit Committee may deem fit;

Provided that where the need for Related Party Transaction cannot be foreseen and aforesaid details are not available, Audit Committee may grant omnibus approval for such transactions subject to their value not exceeding Rs.1 crore per transaction. Such omnibus approvals shall be valid for a period not exceeding one year and shall require fresh approvals after the expiry of one year.

Further, all Material Related Party Transactions shall require approval of the shareholders through special resolution and all entities falling under the definition of Related Parties shall abstain from voting irrespective of whether the entity is a party to the particular transaction or not..

(d) Related Party Transactions will be referred to the next regularly scheduled meeting of Audit Committee for review and approval. Any member of the Committee who has a potential interest in any Related Party Transaction will recuse himself or herself and abstain from discussion and voting on the approval of the Related Party Transaction.

(e) To review a Related Party Transaction, the Committee will be provided with all relevant material information of the Related Party Transaction, including the terms of the transaction, the business purpose of the transaction, the benefits to the Company and to the Related Party, and any other relevant matters. In determining whether to approve a Related Party Transaction, the Committee will consider the following factors, among others, to the extent relevant to the Related Party Transaction:

- ✓ Whether the terms of the Related Party Transaction are fair and on arms length basis to the Company and would apply on the same basis if the transaction did not involve a Related Party;
- ✓ Whether there are any compelling business reasons for the Company to enter into the Related Party Transaction and the nature of alternative transactions, if any;
- ✓ Whether the Related Party Transaction would affect the independence of an independent director;
- ✓ Whether the proposed transaction includes any potential reputational risk issues that may arise as a result of or in connection with the proposed transaction;
- ✓ Whether the Company was notified about the Related Party Transaction before its commencement and if not, why pre-approval was not sought and whether subsequent ratification is allowed and would be detrimental to the Company; and
- ✓ Whether the Related Party Transaction would present an improper conflict of interest for any director or Key Managerial Personnel of the Company, taking into account the size of the transaction, the overall financial position of the director, Executive Officer or other Related Party, the direct or indirect nature of the director's, Key Managerial Personnel's or other Related Party's interest in the transaction and the ongoing nature of any proposed relationship and any other factors the Board/Committee deems relevant.

If the Committee determines that a Related Party Transaction should be brought before the Board, or if the Board in any case elects to review any such matter or it is mandatory under any law for Board to approve the Related Party Transaction, then the considerations set forth above shall apply to the Board's review and approval of the matter, with such modification as may be necessary or appropriate under the circumstances.

Audit Committee shall review, atleast on a quarterly basis, the details of Related Party Transactions entered into by the company pursuant to each of the omnibus approval given.

Notwithstanding the foregoing, the following Related Party Transactions shall not require prior approval of Audit Committee or Shareholders:

- i. Transactions entered into between the Company and its wholly owned subsidiary whose accounts are consolidated with the Company and placed before the shareholders at the general meeting for approval.

ii. Any transaction that involves the providing of compensation to a director or Key Managerial Personnel in connection with his or her duties to the Company or any of its subsidiaries or associates, including the reimbursement of reasonable business and travel expenses incurred in the ordinary course of business.

iii. Any transaction in which the Related Party's interest arises solely from ownership of securities issued by the Company and all holders of such securities receive the same benefits pro rata as the Related Party.

5.3.2 Approval of the Board of Directors of the Company

As per the provisions of section 188 of the Act, all kinds of transactions specified under the said section and which are not in the ordinary course of the business or not at arm's length basis, are placed before the Board for its approval.

In addition to the above, the following kinds of transactions with related parties are also placed before the Board for its approval:

- i. Transactions which may be in ordinary course of business and at arm's length basis, but which are as per policy determined by the Board from time to time, require Board approval in addition to Audit committee approval;
- ii. Transactions in respect of which the Audit committee is unable to determine whether or not they are in ordinary course of business and/or at arm's length basis and decides to refer the same to the Board for approval;
- iii. Transactions which are in ordinary course of business and at arm's length basis, but which in Audit Committee's view requires Board approval;
- iv. Transactions meeting the materiality threshold as set out in this policy, which are intended to be placed before the shareholders for approval.

5.2.3 Approval of the Shareholders of the Company

The following transaction shall be required to be placed before the shareholders for approval, unless exempted in terms of the provisions of clause 49 of the Listing agreement:

- i. All the transactions with related parties meeting the materiality thresholds set out in this policy shall be placed before the shareholders for approval.
- ii. All transactions specified under section 188 of the Act which (a) are not in ordinary course of business or not at arm's length basis; and (b) exceeds the thresholds laid down in Companies (Meeting of Board and its Powers) Rules, 2014

6. Disclosures

The Company shall disclose, in the Board's report, transaction prescribed in section 188(1) of the Act with related parties, which are not in ordinary course of business or arm's length basis along with the justification for entering into such transaction.

7. Related Party Transactions not approved under this Policy

In the event the Company becomes aware of a Related Party Transaction with a Related Party that has not been approved under this Policy prior to its consummation, the matter shall be reviewed by the Committee. The Committee shall consider all of the relevant facts and circumstances regarding the Related Party Transaction, and shall evaluate all options available to the Company, including ratification, revision or termination of the Related Party Transaction. The Committee shall also examine the facts and circumstances pertaining to the failure of reporting such Related Party Transaction to the Committee under this Policy, and shall take any such action it deems appropriate.

In any case, where the Committee determines not to ratify a Related Party Transaction that has been commenced without approval, the Committee, as appropriate, may direct additional actions including, but not limited to, immediate discontinuation or rescission of the transaction. In connection with any review of a Related Party Transaction, the Committee has authority to modify or waive any procedural requirements of this Policy. This Policy will be communicated to all operational employees and other concerned persons of the Company.

Signed:
