

# REGENCY CERAMICS LIMITED

## **TERMS AND CONDITIONS OF APPOINTMENT OF INDEPENDENT DIRECTOR**

### **1. APPOINTMENT**

The appointment of Independent Directors is subject to applicable laws including the Companies Act, 2013 (“Act”) and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”).

Your appointment as an Independent Director shall be for a term of 5 years. The Company may disengage Independent Directors prior to the completion of term in compliance with relevant provisions of Companies Act, 2013 and Listing Regulations.

Re- appointment as Independent Director at the end of the term shall be subject to the approval of members of the company.

Your office will not be liable to retire by rotation.

Your appointment is subject to the maximum permissible Directorships that one can hold as per the provisions of the Companies Act, 2013 and the Listing Regulations.

Your office will get vacated in case you incur any of the disqualifications mentioned in the Companies Act, 2013.

### **2. BOARD COMMITTEES**

You, while being a member of Board of Directors, may be invited/ nominated for appointment on various committees of the Board of Directors, as setup from time to time.

Currently, following are the committees of Board of Directors:

- Audit Committee
- Stakeholder’s Relationship Committee
- Nomination and Remuneration Committee

### **3. DUTIES**

Your duties as an Independent Director are enlisted below:

- To undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the company;

- To seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;
- To strive to attend all meetings of the Board of Directors and of the Board committees of which you are a member;
- To participate constructively and actively in the committees of the Board in which you are chairperson or member;
- To strive to attend the general meetings of the company;
- Where you have concerns about the running of the company or a proposed action, ensure that these are addressed by the Board and, to the extent that they are not resolved, insist that their concerns are recorded in the minutes of the meetings of the Board of Directors;
- To keep yourselves well informed about the company and the external environment in which it operates;
- Not to unfairly obstruct the functioning of an otherwise proper Board or committee of the Board;
- To pay sufficient attention and ensure that adequate deliberations are held before approving related party transactions and assure that the same are in the interest of the company;
- To ascertain and ensure that the company has an adequate and functional vigil mechanism and to ensure that the interests of a person who uses such mechanism are not prejudicially affected on account of such use;
- To report concerns about unethical behaviour, actual or suspected fraud or violation of the company's code of conduct or ethics policy;
- To act within your authority, assist in protecting the legitimate interests of the company, shareholders and its employees;
- Not to disclose confidential information, including commercial secrets, technologies, advertising and sales promotion plans, unpublished price sensitive information, unless such disclosure is expressly approved by the Board or required by law.

#### **4. EXPECTATION OF THE BOARD**

- Be Independent in your view while transacting any matter at the meeting of the Board and its committees
- Take decisions objectively in the interests and growth of the Company.
- Adhere to the enclosed Code of Business Ethics the Company has developed.
- Act in accordance with the Company's Articles of Association.
- Act in good faith in order to promote the objects of the Company for the benefit of

its members as a whole, and in the best interest of the Company.

- Exercise your duties with due and reasonable care, skill and diligence and exercise independent judgment.
- Do not get involved in a situation in which you may have a direct or indirect interest that conflicts, or possibly may conflict, with the interest of the company.
- Do not achieve or attempt to achieve any undue gain or advantage either to yourself or to your relatives, partners, or associates.
- To devote such time as is prudent and necessary for the proper performance of their role, duties and responsibilities as an Independent Director.

## **5. TRAINING OF THE BOARD**

Every independent director inducted on the Board is provided with a programme done by senior expert(s) in the management team for familiarization on the vision, mission, strategy, goals and objectives of the organization.

This programme helps the director to build a good professional, purposeful rapport with the senior leadership team in addition to understanding the overall structure of the organization.

Further, the Company continues to organize programmes on a periodical basis to develop their attitude, knowledge and skill sets on all matters which are common to the whole Board.

## **6. CODE OF CONDUCT**

You are required to comply with the Company's code of Business conduct and Ethics and you shall-

- Uphold ethical standards of integrity and probity.
- Act objectively and constructively while exercising his or her duties.
- Exercise his or her responsibilities in a bona fide manner in the interest of the company.
- Devote sufficient time and attention to his or her professional obligations for informed and balanced decision making.
- Shall not allow any extraneous considerations that will vitiate her exercise of objective independent judgment in the paramount interest of the company as a whole, while concurring in or dissenting from the collective judgment of the Board in its decision making.
- Shall not abuse her position to the detriment of the company or its shareholders or for the purpose of gaining direct or indirect personal advantage or advantage for any

associated person.

- Refrain from any action that would lead to loss of his or her independence.
- Where circumstances arise which make an independent director lose his or her independence, the independent director must immediately inform the Board accordingly.
- Assist the company in implementing the best corporate governance practices.

## **7. SEPARATE MEETINGS**

The independent directors of the company shall hold at least one meeting in a financial year, without the attendance of non-independent directors and members of management.

All the independent directors of the company shall strive to be present at such meeting.

The meeting shall:

- a) review the performance of non-independent directors and the Board as a whole.
- b) review the performance of the Chairperson of the company, taking into account the views of executive directors and non-executive directors.
- c) assess the quality, quantity, and timeliness of flow of information between the company management and the Board that is necessary for the Board to effectively and reasonably perform their duties.

## **8. EVALUATION**

The performance evaluation shall be done by the entire Board of Directors excluding the director being evaluated.

The performance of the Non-Executive Independent Directors shall be reviewed and evaluated by the Nomination and Remuneration committee on an Annual basis which includes the following factors:

- Participation by the directors during the discussions of the board
- Integrity and maintenance of confidentiality
- Independence of behavior and judgment
- Effective development of knowledge and expertise

## **9. DISCLOSURES TO THE COMPANY**

Under the provisions of the Companies Act, 2013 and Listing Regulations you are required to disclose the requisite information on a periodical and event basis.

Disclosure to be made promptly to the Board, if there is any change in circumstances which may affect their status as an Independent Director.

## **10. CONFIDENTIALITY**

All information acquired during your tenure as Director is confidential to the Company and should not be disclosed either during your tenure or following termination (by whatever means) to third parties except as permitted by law.

## **11. TERMINATION**

The directorship position will be terminated in accordance with the Companies Act, 2013, Listing Regulations and other applicable regulations.

The Company may terminate the appointment with immediate effect in case of any serious or repeated breach or non-observance of your obligations as a Director to the Company or in the case of breach of the code of conduct prescribed by the Company.

The director can voluntarily resign on submission of notice of resignation with sufficient reasons to the Board of Directors of the Company.