

## POLICY ON RELATED PARTY TRANSACTIONS

[Amended in accordance SEBI (LODR) (Sixth Amendment) Regulations, 2021 notified on 9<sup>th</sup> November, 2021]

[Adopted and approved at the Board Meeting held on 1<sup>st</sup> February, 2022]

[Effective from 1<sup>st</sup> April, 2022]

### (1) PREAMBLE:

The Board of Directors (the “Board”) of TTK Prestige Limited (the “Company”), has adopted the following policy and procedures with regard to Related Party Transactions as defined elsewhere in this policy document.

This policy is to regulate transactions between the Company, or its subsidiaries and its Related Parties based on the laws and regulations applicable to the Company.

The Audit Committee will review and may amend this policy, from time to time, subject to the approval of the Board of Directors.

### (2) PURPOSE:

This policy is framed in accordance with the Companies Act, 2013 and the Rules made thereunder and also as per the requirement of Regulation 23 of SEBI (LODR), Regulations, 2015 and intended to ensure a process for approval and reporting of transactions between the Company or its subsidiaries 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 with Related Parties as well as policies concerning transactions with Related Parties and also make periodical disclosures to the regulatory authorities in accordance with the regulations in force from time to time.

### (3) DEFINITIONS:

“**Arm’s Length Transaction**” means a transaction between two related parties that is conducted as if they were unrelated.

“**Audit Committee or Committee**” means Committee of Board of Directors of the Company constituted under provisions of SEBI (LODR) Regulations, 2015 and the 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 and Companies Act, 2013.

“**Key Managerial Personnel**” means Key Managerial Personnel as defined under the Companies Act, 2013 which presently consist of:

- (i) Managing Director or Chief Executive Officer or Manager and in their absence, a Wholetime Director;
- (ii) Company Secretary; and
- (iii) Chief Financial Officer

**“Material Related Party Transaction”** means a transaction with a related party if the transaction / transactions to be entered into individually or taken together with previous transactions during a financial year, exceeds rupees one thousand crore or ten percent of the annual consolidated turnover of the Company as per the last audited financial statements of the Company, whichever is lower.

**“Ordinary course of business”** means the usual transactions, customs and practices undertaken by the Company to conduct its business operations and activities and includes all such activities which the Company can undertake as per Memorandum & Articles of Association.

**“Policy”** means Related Party Transaction Policy.

**“Related Party”** means related party as defined in Regulation 2(zb) of SEBI (LODR) Regulations, 2015 which is as follows:

Related Party means a Related Party as defined under Section 2(76) of the Companies Act, 2013 or under the applicable Accounting Standards:

[Section 2(76) defines the Related Party as-

Related Party with reference to a company means-

- (i) a director or his relative ;
- (ii) key managerial personnel or his relative ;
- (iii) a firm, in which a director, manager or his relative is a partner;
- (iv) a private Company in which a director or manager or his relative is a member or director ;
- (v) a public Company in which a director or manager and holds along with his relatives, more than two per cent of its paid-up share capital ;
- (vi) anybody corporate whose Board of Directors, managing director, or manager is accustomed to act in accordance with the advice, directions or instructions of a director or manager ;
- (vii) any person on whose advice, directions or instructions a director or manager is accustomed to act :

Provided that nothing in sub-clauses (vi) and (vii) shall apply to the advice, directions or instructions given in a professional capacity;

(viii) any Company which is –

- ❖ a Holding, Subsidiary or an Associate Company of such Company; or
- ❖ a Subsidiary of a Holding Company to which it is also a Subsidiary;
- ❖ an Investing Company or the Venturer of the Company.

**Explanation:** For the purpose of this clause, “the Investing Company or the Venturer of a Company” means a body corporate whose investment in the Company would result in the Company becoming an associate Company of the body corporate.

(ix) such other person as may be prescribed.]

Provided that-

- (a) any person or entity forming a party of the promoter or promoter group of the listed entity; or

- (b) any person or any entity, holding equity shares:
- of twenty percent or more; or
  - of ten percent or more, with effect from 1<sup>st</sup> April, 2023;
- in the listed entity either directly or on a beneficial interest basis as provided under Section 89 of the Companies Act, 2013, at any time, during the immediately preceding financial year;

shall be deemed to be a related party.

Provided further that this definition shall not be applicable for the units issued by mutual funds which are listed on a recognized stock exchange(s). **“Related Party Transaction”** means any transaction directly or indirectly involving any Related Party which is a transfer of resources, services or obligations between

I. the Company or any of its subsidiaries on one hand, and a related party of Company or any of its subsidiaries on the other hand or,

II. the Company or any of its subsidiaries on one hand, and any other person or entity on the other hand the purpose and effect of which is to benefit a related party of the Company or any of its subsidiaries regardless of whether a price is charged and more specifically shall mean the transactions listed under Section 188 of the Companies Act, 2013 and as defined in Regulation 2(zc) of SEBI (LODR) Regulations, 2015, from time to time.

**“Relative”** means relative as defined under the Companies Act, 2013, as reproduced below

- (i) Members of a Hindu Undivided Family;
- (ii) They are husband and wife; or
- (iii) One person is related to the other in such manner as may be prescribed.

#### **Under Rule 4 of the Companies (Specification of Definitions Details) Rules, 2014-**

A person shall be deemed to be the relative of another, if he or she is related to another in the following manner, namely:

- (i) Father (including step-father)
- (ii) Mother (including step-mother)
- (iii) Son (including step-son)
- (iv) Son’s wife
- (v) Daughter
- (vi) Daughter’s husband
- (vii) Brother (including step-brother)
- (viii) Sister (including step-sister)

Any term not defined under this Policy shall have the same meaning as provided under the Companies Act, 2013 and the Rules made thereunder and SEBI (LODR) Regulations, 2015.

#### **(4) POLICY:**

All Related Party Transactions must be reported to the Audit Committee and referred for approval by the Committee, in accordance with this Policy.

##### **4.1 Identification of Potential Related Party Transactions:**

Each Director and Key Managerial Personnel is 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 Audit Committee / Board may reasonably request. Audit

Committee / Board 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.

#### **4.2 Related Party Transactions Requiring Approval:**

All Related Party Transactions and subsequent material modifications shall require prior approval of Audit Committee save for transactions falling under Omnibus Approval prescribed by the Audit Committee. The Audit Committee shall define the meaning of what constitutes subsequent material modification. For the time being the same is defined as the annual value of the transaction already approved exceeds by 10% or the consideration for the transaction increases by 10% over the consideration approved by the Committee.

#### **The following transactions shall not require the approval of the Audit Committee:**

- (i) 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 or issue of specified securities on a preferential basis that are in compliance with the applicable regulations of SEBI
- (ii) Any transaction of purchase by any Director or KMP or their relatives of any goods dealt in by the Company or availing of services provided by the Company on terms applicable to all the employees of the Company.
- (iii) Any transaction involving the provision of remuneration to a Director or Key Managerial Personnel, in connection with his duties to the Company including the reimbursement or business and travel expenses incurred in the ordinary course of business.
- (iv) Any transaction with any wholly owned subsidiary provided the accounts are consolidated.
- (v) Payment / Reimbursement of expenses incurred pursuant to the performing of duties and discharging of obligations in connection with the business and operations of the Company.

#### **The following transactions are covered by the Omnibus Approval Policy and shall require quarterly reporting to the Audit Committee for its review:**

- (i) Repetitive transactions like use of Transit House facilities belonging to Related Parties.
- (ii) Stray transactions the values of which do not exceed Rs. One crore per transaction but shall not include transactions which require prior approval under the provisions of Companies Act, 2013.
- (iii) Payment of Licence Fee to M/s T T Krishnamachari & Co., @ ½ % of Net Sales for the use of the monogram "ttk".
- (iv) Payment of Commission to M/s T T Krishnamachari & Co., @ 2% of Net Sales for clearing and forwarding services provided by them.
- (v) Payment of Rent to M/s T T Krishnamachari & Co.
- (vi) Purchase of Promotional Items and Sale of Products to M/s TTK Healthcare Limited
- (vii) Receipt of Licence fee for co-branding by M/s Ultrafresh Modular Solutions

Limited @ ½ % of net sales value of the Company.

(viii) Purchase of products from M/s Ultrafresh Modular Solutions Limited

**The following transactions require the prior approval of the Shareholders:**

- (i) All material Related Party Transactions; and
- (ii) Related Party Transactions in excess of the limits prescribed under the Companies Act, 2013, which are not in the ordinary course of business or not at arm's length.

The Related Parties shall abstain from voting on such resolution.

**4.3 Review and Approval of Related Party Transactions:**

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.

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:

- (a) Whether the terms of the Related Party Transaction are fair and on arm's length basis to the Company and would apply on the same basis if the transaction did not involve a Related Party;
- (b) Reasons for choosing a related party over a third party
- (c) Whether the proposed transaction includes any potential reputational risk issues that may arise as a result of or in connection with the proposed transaction;
- (d) Whether the Company was notified about the Related Party Transaction before its commencement and if not, why prior approval was not sought and whether subsequent ratification is allowed and would be detrimental to the Company; and

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.

**(5) 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.

The process under this Clause 5 shall be without prejudice to any action or penalty that may arise on account of non-compliance as provided under the applicable law.

**(6) REVIEW OF POLICY:**

The Board shall review this policy at least once in three years and update the same.

**(7) COMMUNICATION:**

This Policy and any amendments or replacements thereof will be posted on the Company's web site and also communicated to all operational employees and other concerned persons of the Company.

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