

# NOMINATION & REMUNERATION POLICY

## INTRODUCTION

The Company considers human resources as its invaluable assets. This policy on nomination & remuneration of Directors, Key Managerial Personnel (KMPs) and other employees has been formulated in terms of the provisions of the Companies Act, 2013 and the listing agreement in order to pay equitable remuneration to the Directors, Key Managerial Personnel (KMPs) and employees of the Company and to harmonize the aspirations of human resources consistent with the goals of the Company.

## OBJECTIVE

The Key Objectives of the Committee would be:

- a) To guide the Board in relation to appointment and removal of Directors, Key Managerial Personnel and Senior Management.
- b) To evaluate the performance of the members of the Board and provide necessary report to the Board for further evaluation.
- c) To recommend to the Board on Remuneration payable to the Directors, Key Managerial Personnel and Senior Management.

## DEFINITIONS

- “**Board**” means Board of Directors of the Company.
- “**Company**” means “Eximpo Tea Limited “
- “**Independent Director**” means a director referred to in Section 149 (6) of the Companies Act, 2013.
- “**Key Managerial Personnel**” (KMP) means
  - i) CEO or the Managing Director or the Manager
  - ii) Company Secretary
  - iii) Whole-time Director
  - iv) CFO
  - v) Such other officer as may be prescribed
- “**Nomination and Remuneration Committee**” shall mean a Committee of Board of Directors of the Company, constituted in accordance with the provisions of Section 178 of the Companies Act, 2013 and the Listing Agreement.
- “**Policy or This Policy**” means, “Nomination and Remuneration Policy.”
- “**Remuneration**” means any money or its equivalent given or passed to any person for services rendered by him and includes perquisites as defined under the Income-tax Act, 1961.
- “**Senior Management**” mean personnel of the Company who are members of its core management team excluding Board of Directors. This would include all members of management one level below the executive directors, including all the functional heads.

## **POLICY FOR APPOINTMENT OF DIRECTORS, KMPs AND SENIOR MANAGEMENT**

### **Appointment criteria and qualifications:**

- i) The Committee shall identify and ascertain the integrity, qualification, expertise and experience of the person for appointment as Director, KMP or at Senior Management level and recommend to the Board his / her appointment.
- ii) An Independent Director shall hold office for a term up to five consecutive years on the Board of the Company and will be eligible for re- appointment on passing of a special resolution by the Company and disclosure of such appointment in the Board's report. No Independent Director shall hold office for more than two consecutive terms, but such Independent Director shall be eligible for appointment after expiry of three years of ceasing to become an Independent Director.
- iii) A whole-time KMP of the Company shall not hold office in more than one Company except in its subsidiary company at the same time.

### **Evaluation**

The Committee shall carry out evaluation of performance of every Director, KMP and Senior Management at regular interval.

## **POLICY RELATING TO REMUNERATION FOR DIRECTORS, KMPs AND OTHER EMPLOYEES**

### **General**

- 1. The remuneration/compensation/commission etc. to Directors will be determined by the Committee and recommended to the Board for approval.
- 2. The remuneration & commission paid to the Managing Director shall be in accordance with the provisions of the Companies Act, 2013, and the rules made there under.

### **Remuneration to Non-Executive/Independent Directors**

The remuneration payable to each Non-executive Director is based on the remuneration structure as determined by the Board, and is revised from time to time, depending on individual contribution, the Company's performance, and the provisions of the Companies Act, 2013 and the rules made there under.

### **DEVIATIONS FROM THIS POLICY**

Deviations on elements of this policy in extraordinary circumstances, when deemed necessary in the interests of the Company, will be made if there are specific reasons to do so in an individual case