



**TRANSCHEM
LIMITED**

TRANSCHEM LIMITED

**NOMINATION AND
REMUNERATION POLICY**

Document Name	Nomination and Remuneration Policy
Original document Date	May 11, 2019
Review Version & Date	Version 2.0 dated March 26, 2025

CIN : L24100MH1976PLC019327

Regd. Office : 304, Ganatra Estate, Pokhran Road No. 1, Khopat, Thane (W) 400 601.

Tel.: 022-2547 7077 Telefax : 022-2547 8601 E-mail : secretary@transchem.net Website : www.transchem.net



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NOMINATION AND REMUNERATION POLICY

1. INTRODUCTION

The Nomination & Remuneration Policy ("Policy") of Transchem Limited ("Company") is formulated under the Companies Act, 2013 ("Act") and the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"). The Company understands the importance of attracting and retaining highly talented individuals at all levels of the organization. The Company and its management endeavor to recruit and retain employees who achieve operational excellence and create value for shareholders. The Company believes that a transparent, fair and reasonable process is vital for determining the appropriate remuneration at all levels of the Organization and is committed to ensure that all the stakeholders remain informed and confident in the management of the Company. The Board of Directors ("Board") has constituted the Nomination and Remuneration Committee (the "Committee") to assist the Board in discharging its responsibilities relating to compensation of the Company's directors and other senior level employees.

2. OBJECTIVE

The Committee and Policy herein is formulated in compliance with Section 178 of the Companies Act, 2013 read along with the applicable rules thereto and Regulation 19 read with Part D of Schedule II of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended ("Listing Regulations").

The key objectives and responsibilities of the Committee would be:

- To formulate the criteria for determining qualifications, positive attributes and independence of a Director.
- To determine the composition of the Board based on the needs and requirements of the Company from time to time;
- To identify the persons as potential candidates who are qualified to be appointed as Directors and recommend to the Board their appointment and removal;
- To lay down the process for effective evaluation of performance of Board, its committees and individual Directors and review its implementation and compliance;
- To review the outcome of the performance evaluation exercise for the Board and its Committees and present its analysis and recommendations to the Board;
- To evaluate the requirement for appointing an external independent agency to carry



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out the performance evaluation of the Board, its Committees and Directors and make necessary recommendations to the Board;

- To approve persons to be recruited in the Senior Management and recommend to the Board their appointment and removal;
- To devise a policy on Board diversity
- To ensure that the compensation packages and other human resource practices are effective in maintaining a competent workforce and make recommendations relating to compensation of the Whole time Director and the senior management of the Company from time to time.
- Exercising such other roles assigned to it by the provisions of The Companies Act, 2013 and SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015 and any other laws and their amendments from time to time.

3. DEFINITIONS

- **“Act”** means the Companies Act, 2013 and Rules framed thereunder, as amended from time to time.
- **“Board”** means Board of Directors of the Company.
- **“Director(s)”** mean Director(s) of the Company.
- **‘Independent Director’** means an Independent Director of the Company appointed pursuant to the provisions of Section 149(6) of the Companies Act, 2013 and Regulation 16(1)(b) of Listing Regulations.
- **“Key Managerial Personnel”** means:
 1. Chief Executive Officer or the Managing Director or the Manager;
 2. Company Secretary;
 3. The Whole-time director;
 4. Chief Financial Officer;
 5. such other officers, not more than one level below the directors who is in whole-time employment, designated as key managerial personnel by the Board; and
 6. such other officer as may be prescribed.
- **“Senior Management”** means Senior Management as defined under Regulation 16(1)(d) of Listing Regulations, as amended from time to time.

4. POLICY

4.1 Part A - Appointment and Nomination

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4.1.1 Criteria for Board Membership

The Committee shall take into account following points for appointment of a person as Director, KMP or at Senior Management level and recommend to the Board his / her appointment accordingly:

- Shall ascertain the integrity, qualification, expertise and experience for the position he / she is considered for the appointment. The Committee has discretion to decide whether qualification, expertise and experience possessed by a person are sufficient / satisfactory for the concerned position.
- Shall possess the highest personal and professional ethics, integrity, values and moral reputation and be eligible to hold the office under the provisions of the Companies Act, 2013 and Rules made thereunder and the SEBI (LODR) Regulations, 2015 and the applicable policies of the Company.

While all recommendation for appointment to the Board shall be based on merit, The Committee shall endeavor to create a diverse Board which will bring in different set of expertise and perspectives.

The combination of Board having different skill set, industry experience, varied cultural and geographical background and belonging to different race and gender will bring a variety of experience and viewpoints which will add to the strength of the Company.

4.1.2 Additional Criteria for Independent Directors

In addition to the criteria mentioned above, a person proposed to be appointed as an Independent Director shall meet all criteria specified in Section 149(6) of the Companies Act, 2013 and rules made thereunder and Regulation 16(1)(b) of Listing Regulations as amended from time to time.

The Independent Directors shall abide by the “Code for Independent Directors” as specified in Schedule IV to the Act.

4.1.3 Term / Tenure

The Term / Tenure of the Directors shall be in accordance with the provisions of the Companies Act, 2013 and rules made there under and SEBI (LODR) Regulations, 2015 as applicable and as amended from time to time.

4.1.4 Removal



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Due to reasons for any disqualification mentioned in the Companies Act, 2013, rules made thereunder or under any other applicable Act, rules and regulations or the applicable policies of the Company, the Committee may recommend to the Board with reasons recorded in writing, removal of a Director, KMP or Senior Management Personnel subject to the provisions and compliance of the said Act, rules and regulations.

4.1.5 Retirement

The Director, KMP and Senior Management Personnel shall retire as per the applicable provisions of the Companies Act, 2013 and the prevailing policy of the Company. The Board shall have the discretion to retain a Director, KMP, Senior Management Personnel in the same position / remuneration or otherwise even after attaining the retirement age, for the benefit of the Company, subject to approvals as required under the relevant laws.

4.2 Part B – Remuneration for Directors, KMP and Senior Management

- The Committee shall recommend the remuneration to be paid to the Whole-time Director, KMP and Senior Management Personnel to the Board for their approval.
- The level and composition of remuneration so determined by the Committee shall be reasonable and sufficient to attract, retain and motivate directors, Key Managerial Personnel and Senior Management of the quality required to run the Company successfully.
- The relationship of remuneration to performance should be clear and meet appropriate performance benchmarks. The remuneration should also involve a balance between fixed and incentive pay reflecting short and long-term performance objectives appropriate to the working of the Company and its goals.
- The remuneration / compensation / commission etc. shall be subject to the prior/post approval of the shareholders of the Company and Central Government, wherever required.
- Where any insurance is taken by the Company on behalf of its Directors, KMP and Senior Management for indemnifying them against any liability, the premium paid on such insurance shall not be treated as part of the remuneration payable to any such personnel.

4.2.1 Whole-time Director/Executive Director



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Besides the above criteria, the remuneration/ compensation/ commission etc. to be paid to Whole-time Director/Executive Director etc. shall be governed as per provisions of the Companies Act, 2013 and rules made thereunder or any other enactment for the time being in force.

Increments to the existing remuneration/ compensation structure in the case of Executive Directors may be recommended by the Committee to the Board which should be within the limits approved by the Shareholders and in accordance with the provisions of Schedule V of the Companies Act, 2013.

4.2.2 Non-executive including Independent Directors

The Nomination and Remuneration Committee shall recommend and decide the basis for determining the compensation, both fixed and variable, to the Non-Executive Directors including Independent Directors whether as commission or otherwise and recommend the same to the Board. The Committee shall take into consideration various factors such as director's participation in Board and Committee meetings during the year, other responsibilities undertaken, such as membership or chairmanship of committees, time spent in carrying out their duties, role and functions as envisaged in Companies Act 2013 and such other factors as the committee may consider deem fit for determining the compensation.

The Non-Executive Independent Director may receive remuneration by way of sitting fees for attending meetings of Board or Committee thereof and commission based on the performance of the Company in each financial year and as approved by the Board and shareholders. Provided that the amount of such fees and commission shall be subject to ceiling/ limits as provided under the Companies Act, 2013 and rules made thereunder or any other enactment for the time being in force. An Independent Director shall not be entitled to any stock options of the Company.

4.2.3 KMPs / Senior Management Personnel etc.

The remuneration to be paid to KMPs/ Senior Management Personnel shall be based on the experience, qualification and expertise of the related personnel and governed by the limits, if any prescribed under the Companies Act, 2013 and rules made thereunder or any other enactment for the time being in force. Increment in the remuneration to KMPs and Senior Management shall be approved by the Whole Time Director or shall be as per the Company's Policy.

4.2.4 Other Employees



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The compensation for other employees would be as per the compensation policy of the Company, as revised through the annual compensation review process from time to time and approved by the Whole Time Director, in consultation with the Head-HR.

5. DISSEMINATION OF POLICY

The Criteria for remuneration of Directors shall be disclosed in the Annual Report. The Policy shall be made available on the Company's website and the Policy and evaluation criteria shall be published in the Annual Report.

6. AMENDMENTS

- a) This Policy is framed based on the provisions of the Applicable Laws.
- b) In case of any subsequent changes in the provisions of the Applicable Laws which makes any of the provisions in the Policy inconsistent with such provision of the Applicable Laws, then such provisions of the Applicable Laws would prevail over the Policy and the provisions in the Policy would be modified in due course to make it consistent with Applicable Laws.
- c) This Policy shall be reviewed by the Committee, as required from time to time. Any changes or modification to the Policy as recommended by the Committee would be placed before the Board for their approval.
