

***POLICY ON MATERIALITY OF RELATED PARTY  
TRANSACTIONS AND DEALING WITH RELATED  
PARTY TRANSACTIONS***

*Approved by the Board of Directors at its meeting held on May 09, 2023*

## 1. Preamble

Five-Star Business Finance Limited (“the Company”) is a public limited company and is registered as a Non-Banking Finance Company with the Reserve Bank of India. The Company recognizes that a policy is required to be put in place to regulate Related Party Transactions (as defined below).

This Policy is framed as per requirement of the Companies Act, 2013 as amended from time to time and the rules framed thereunder (“**Companies Act**”) and Regulation 23 of the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015, as amended from time to time (“**SEBI LODR Regulations**”). In order to have an enhanced transparency and due process for approval of the related party transactions, this policy has been put in place. Regulation 23 of the SEBI LODR Regulations requires the Company to formulate a policy on materiality of related party transactions and also on dealing with related party transactions including clear threshold limits duly approved by the Board.

## 2. Definitions

- a. “**Audit Committee**” or “**Committee**” means the Audit Committee of Board of Directors of the Company;
- b. “**Board**” or “**Board of Directors**” means the Board of Directors of the Company, as constituted from time to time;
- c. “**Companies Act**” means the Companies Act, 2013 together with the rules and regulations formulated thereunder, as amended from time to time;
- d. “**Director**” means a member of the Board of Directors of the Company;
- e. “**Key Managerial Personnel**” or “**KMP**” means the managerial personnel as defined under Section 2(51) of the Companies Act;
- f. “**Policy**” means this Policy, as amended from time to time;
- g. Promoter and Promoter Group shall have the meaning assigned to it under the Articles of Association of the Company.
- h. “**Related Party**” means a related party as defined in Section 2(76) of the Companies Act or under Regulation 2 (zb) of SEBI LODR Regulations and under the applicable accounting standards as amended from time to time.
- i. “**Relative**” means a relative as defined in Section 2(77) of the Companies Act;
- j. “**Related Party Transaction**” means a transaction as defined under Regulation 2 (zc) of SEBI LODR Regulations as may be amended from time to time.
- k. “**Material Related Party Transaction**” means a transaction with a related party shall be considered material, if the transaction(s) to be entered into individually or taken together with previous transactions during a financial year, exceeds rupees one thousand crore or ten per cent of the annual consolidated turnover of the Company as per the last audited financial statements of the Company, whichever is lower.  
However, transaction involving payments made to a related party with respect to brand usage or royalty shall be considered material if the transaction(s) to be entered into individually or taken together with previous transactions during a financial year, exceed five percent of the annual turnover of the Company as per the last audited financial statements of the Company.
- l. “**Material Modification(s)**” means & includes any modification to an existing RPT having a variance of 20% of the existing limit as sanctioned by the Audit Committee / Board / Shareholders, as the case may be or Rs 1 crore, whichever is higher subject to the conditions as specified in SEBI LODR regulations and Companies Act.

### **3. Policy:**

All Related Party Transactions shall require approval / ratification of the Audit Committee and / or the Board unless otherwise exempted under the provisions of this policy or Companies Act & the rules made thereunder or SEBI LODR regulations as may be amended from time to time.

#### **a. Identification of Potential Related Party and Transactions**

The Chief Executive Officer, Chief Financial Officer and Company Secretary are responsible for compiling and maintaining the list of Related Parties as covered under section 2(76) of the Companies Act or Regulation 2 (zb) of SEBI LODR Regulations as well as the applicable Accounting Standards. This list of Related Parties shall be updated on an annual basis and further changes informed as soon as possible.

All Directors as well as KMP are responsible for informing the Company of any potential Related Party Transaction involving him or her or his or her Relative, immediately on occurrence. Further, Directors and KMPs should disclose to the Board whether they, directly, indirectly, or on behalf of third parties, have material interest in any transaction or matter directly affecting the Company.

In addition, all Directors and KMPs are responsible for giving notice to the Company Secretary (or such other person who may be entrusted for this purpose by the Audit Committee/ Board) of any potential Related Party Transaction involving them or their relatives. Such notice of any potential Related Party Transaction should be given well in advance so that the Company Secretary (or such other person who may be entrusted for this purpose by the Audit Committee/Board) has adequate time to obtain and review information about the proposed transaction and place the same before the Audit Committee / Board.

#### **b. Approval / Ratification of Related Party Transactions**

All Related Party Transactions shall require approval / ratification of the Audit Committee as per the provisions of Section 177 of the Companies Act and the rules made thereunder and Regulation 23 of the SEBI LODR Regulation. Only those members of the audit committee, who are independent directors shall approve such related party transactions.

The Audit Committee may also provide omnibus approval for Related Party Transactions as per the provisions of Section 177 of the Companies Act and the rules made thereunder and SEBI LODR Regulations.

All Related Party Transactions which are either not in the ordinary course of business or on arm's length, which are specified under Section 188(1) of the Companies Act, shall require approval / ratification of the Board as provided under Section 188 of the Companies Act.

The transactions listed out under Section 188(1) of the Companies Act will also require prior approval of the shareholders through a resolution if they exceed the threshold limits specified therein and if they are not in ordinary course of business or not on arm's length basis and voting restrictions for this purpose would be governed by the Companies Act as amended from time to time.

All material related party transactions shall require approval of the shareholders through resolution and no related party shall vote to approve such resolutions whether the entity is a related party to the particular transaction or not. The Related Party Transactions shall be reviewed / approved /

ratified by the Audit Committee and placed before the Board for its approval on quarterly basis subject to the limits specified under Sections 177 and 188 of the Companies Act.

All entities falling under the definition of related parties shall not vote to approve the relevant transaction irrespective of whether the entity is a party to the particular transaction or not.

Where an omnibus approval is obtained, the Company Secretary shall obtain details of the Related Party Transactions undertaken by the Company on a quarterly basis, review the value of such transactions and present the same before the Audit Committee for any additional approvals, where the limits laid down under the omnibus approval are likely to be breached.

#### **4. Omnibus approval**

The Audit Committee may, in the best interests of the Company and to ensure smooth operations, grant overall approval for Related Party Transactions, proposed to be entered into by the Company which are repetitive in nature and which are routine and incidental to the general operations of the Company.

The Audit Committee may make overall approval for related party transactions proposed to be entered into by the company subject to the following:

- (1) Overall Approval Criteria: The criteria for making the overall approval shall include the following, namely:
  - (a) maximum value of the transactions, in aggregate, which can be allowed under the overall route in a year;
  - (b) the maximum value per transaction which can be allowed;
  - (c) extent and manner of disclosures to be made to the Audit Committee at the time of seeking overall approval;
  - (d) review, at such intervals as the Audit Committee may deem fit, related party transaction entered into by the company pursuant to each of overall approval made;
  - (e) transactions which cannot be subject to the overall approval by the Audit Committee.
- (2) The omnibus approval shall specify:
  - (a) name of the related parties;
  - (b) nature and duration of the transaction;
  - (c) maximum amount of transaction that can be entered into;
  - (d) the indicative base price or current contracted price and the formula for variation in the price, if any; and
  - (e) any other information relevant or important for the Audit Committee to take a decision on the proposed transaction:

Provided that where the need for related party transaction cannot be foreseen and aforesaid details are not available, audit committee may make overall approval for such transactions subject to their value not exceeding rupees one crore per transaction.

- (3) Overall approval shall be valid for a period not exceeding one financial year and shall require fresh approval after the expiry of such financial year.
- (4) Overall approval shall not be made for transactions in respect of selling or disposing of the undertaking of the company.
- (5) Audit Committee shall review, at least on a quarterly basis, the details of Related Party Transactions entered into by the Company pursuant to each of the omnibus approval given.

## **5. Policy Review**

The Board of Directors shall review the policy mandatorily every three years and update accordingly. Any difficulties or ambiguities in the Policy will be resolved by the Board of Directors in line with the broad intent of the Policy. The Board may also establish further rules and procedures, from time to time, to give effect to the intent of this Policy. The Board can from time to time authorize Directors to make changes in the policy due to regulatory or legal requirements.

## **6. Communication of this Policy**

This policy relating to Related Party Transactions shall be hosted on its website and a weblink thereto shall be provided in the Annual Report.

The annual report of the Company shall contain the disclosures mentioned in the Schedule V of the SEBI LODR Regulations.