



RELATED PARTY TRANSACTIONS POLICY

(w.e.f. 1st April, 2022)

1. PREAMBLE:

L&T Technology Services Limited (“LTTS” or “the Company”) is a subsidiary company of Larsen & Toubro Limited. The Company always endeavours good corporate governance and internal control systems.

The Board of Directors (“the Board”) of the Company understands the importance of stakeholder’s confidence and trust in the Company. In order to preserve the same with transparency and to ensure that there is no conflict of interest inflicting any apprehension in the minds of its stakeholders, the Board of the Company, acting upon the recommendation of its Audit Committee (“the Committee”), has adopted the following policy and procedures with respect to Related Party Transactions of the Company.

2. PURPOSE:

The policy is not only to be in the best interests of its stakeholders but also in due compliance with the requirements of the Companies Act and other applicable laws of the country Further, as per Regulation 23(1) of the Securities And Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 (‘SEBI LODR’), a policy needs to be formulated to deal with Related Party Transactions including formulating a policy on materiality of Related Party Transaction. This policy therefore lays down the mechanism to deal with Related Party Transactions.

3. DEFINITIONS:

“Act” means the Companies Act, 2013 read with the Rules thereto including any subsequent amendments thereof.

“*Arm’s length transaction*” means a transaction between two related parties that is conducted as if they were unrelated, so that there is no conflict of interest.

Pricing, though being an important factor, may not be the only determinant of a transaction being at arm’s length.



In order to ensure that the transaction is at arm's length, judgement needs to be applied and the following points can be considered for the same:

- Transaction is in line with the principles of the Transfer Pricing Guidelines of the Income Tax Act, 1961 (though transfer pricing is not applicable for domestic transactions under the IT Act)
- Transaction is as per the prevailing pricing policy / market price / same price (or margin) as compared to transactions with unrelated parties.
- Transaction is comparable with third party quotations / bids.
- Transaction is at a price in line with the valuation done by an external independent expert.
- Transaction is based on cost sharing agreements (in cases where cost is shared based on benefits derived).

Guidance may be taken from the examples laid down in the Standard on Auditing 550 on Related Parties (SA 550) for this purpose.

"Audit Committee" means Audit Committee of the Board of Directors of the Company.

"Board" means Board of Directors of the Company.

"L&T Group Company" of *"Group Companies"* means Larsen & Toubro Limited, the Holding Company, its Subsidiaries and associate companies.

"Listing Regulations" means the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 including any subsequent modifications or amendments thereof (SEBI LODR).

"Material modification" would mean any modification to the related party transaction which shall result in:

- an impact on the value of the transaction by 30% as compared to the approval given by the Audit/ Board / shareholders earlier
- the transaction not being at arm's length.
- Novation of RPT in favor of another group company, except where such novation is on account of any statutory requirement.

"Material Related Party transactions" would mean transactions or series of transactions in one financial year with any single related party exceeding Rs. 1,000 crore or 10% of the



annual consolidated turnover of the Company whichever is lower as per the last audited financial statements of the Company.

Payments to related party towards brand usage or royalty, exceeding 5% of annual consolidated turnover of the Company would be considered as '*material transaction*'.

'*Ordinary Course of Business*' means normal, regular business activities carried out by the Company in line with its Memorandum and Articles of Association. Since the term Ordinary Course of Business is not defined under the statute, the Company would exercise judgement on this aspect and for the purpose of the same, using the following guiding principles:

- The Company has done similar transactions in the past.
- Such transactions are carried out at regular frequency.
- Activities relating to mergers, demergers, restructuring, etc. for organic and inorganic growth and are common for the industry/(ies) to which the Company belongs.

The guiding principles are not exhaustive and the facts and circumstances of each case would be examined before concluding on the matter.

"*Related Party*" is a party as defined in sub-section (76) of section 2 of the Act and Regulation 2(zb) of SEBI LODR including modifications and amendments related thereto.

"*Related Party Transaction*" or "RPT" means transactions as given under clause (a) to (g) of sub-section (1) of section 188 and the Rules related thereto and as defined in Regulation 2(zc) of SEBI LODR including modifications or amendments made thereto. These include sale, purchase, leasing or supply of goods or property, availing / rendering of any services, appointment of agents for any of the above and underwriting of securities and transfer of resources, services or obligations between the Company and its related parties, irrespective of whether a price is charged or not.

4. POLICY:

Irrespective of the materiality, prior approval of the Audit Committee will be sought for the following Related Party Transactions:

- Transactions between the Company and its Related Party.
- Transactions between a subsidiary and its related party if the annual value of all transactions of such subsidiary with that related party exceeds 10% of the annual consolidated turnover of the Company as per last audited Balance Sheet of the Company – applicable for the financial year 2022-23.



- Transactions between a subsidiary and its related party if the annual value of all transactions of such subsidiary with that related party exceeds 10% of the annual turnover of such subsidiary as per its last audited Balance Sheet – applicable from the financial year 2023-24.
- Transactions between the Company and / or its subsidiaries with unrelated parties, the purpose and effect of which is to benefit the Related Party of the Company or any of its subsidiaries – applicable from the financial year 2023-24.
- Any material modifications to approved RPTs.

5. APPROVAL OF TRANSACTIONS:

A. AUDIT COMMITTEE:

The onus will be on the respective Business heads and the respective Finance & Accounts (F&A) heads to refer RPT or potential RPTs to the Audit Committee.

If the Audit Committee or its Chair or the F&A head of the respective entity determines that a RPT should be referred to the Audit Committee or if the Audit Committee in any case elects to review any such matter, the Audit Committee will review and approve the contracts / arrangements / transactions, including modifications.

The Audit Committee shall consider the following factors while determining approval–

- (a) Name of the related party and its relationship with the Company or its subsidiary including nature of its concern or interest;
- (b) Nature, material terms, monetary values, tenure and particulars of the contract / arrangement / transaction;
- (c) Method and manner of determining the pricing and other commercial terms;
- (d) Whether the RPT is at arm's length;
- (e) Percentage of the value of the proposed RPT to the annual consolidated turnover of the Company/ standalone turnover of the subsidiary;
- (f) In case of RPT involving loan, advances, ICDs or investments made / given by the Company / subsidiary:
 - Details of sources of funds;
 - In case of indebtedness, nature of indebtedness, cost of funds and tenure;
 - Applicable terms including covenants, tenure, interest rate, secured or unsecured and repayment schedule;
 - Purpose of utilization of funds by ultimate beneficiary of such RPT.



- (g) Justification as to why the RPT is in the interest of the Company;
- (h) Copy of valuation / external party report, if any;
- (i) Percentage of the value of the proposed RPT to the annual consolidated turnover of the counterparty (voluntary); and
- (j) Any other information relevant or important for the Audit Committee / Board to take a decision on the proposed transaction.

Since, the Company consists of several Subsidiaries, often contracts / arrangements with Subsidiaries & Associate companies would result in RPT's. However, it is to be considered that subsidiaries are formed for particular purposes like requirement of specific regulatory authorities, venturing into new sectors, etc. Though the contracts / arrangements entered into with Group Companies may be RPTs, they would be in the ordinary course of business itself.

The Audit Committee will additionally consider the following while granting omnibus approvals:

- (i). Repetitiveness of the transaction;
- (ii). Justification for the need of omnibus approvals;
- (iii). Maximum value of the transactions, in aggregate, which can be allowed under the omnibus route in a year;
- (iv). The maximum value per transaction which can be allowed;
- (v). Extent and manner of disclosures to be made to the Audit Committee at the time of seeking omnibus approval;

Where a RPT cannot be foreseen and aforesaid details are not available, the Audit Committee may make omnibus approval for such transactions subject to their value not exceeding rupees one crore per transaction.

With reference to clause (iii) and (iv) above, the Board has set a limit as under:

Sr. No.	Criteria	Amount
1	Maximum value of the transactions, in aggregate, which can be allowed under the omnibus route in a year	Rs. 2500 Cr.
2	The maximum value per transaction which can be allowed	Rs. 300 Cr.



In the event the Company becomes aware of a transaction with a Related Party that has not been approved under the Policy prior to its consummation, the Audit Committee shall examine all facts and circumstances pertaining to non-reporting of such RPT to the Committee and shall take such action as it may deem appropriate.

Only those members of the Audit Committee who are Independent Directors will approve RPTs. Any member of the Audit Committee having a potential interest in the proposed RPT will not participate in the discussions nor vote on the proposal for approval of the transaction.

The Audit Committee shall at the end of every quarter appraise the position of the approved transactions to ensure that all necessary requirements are being complied with. The Audit Committee shall also review the status of long-term (more than one year) or recurring RPTs on an annual basis.

B. BOARD:

The Board will approve all RPT's which are not at arm's length and / or which are not in the ordinary course of business.

If the Audit Committee does not approve any RPT, it shall refer the same to the Board for approval.

Once contracts / arrangements with related parties are approved by the Audit Committee / Board, transactions arising out of the same would not be subject to evaluation when they are executed. This process will be monitored by the F&A head continuously.

C. SHAREHOLDERS:

All Material Transactions and any material modification thereto will be referred to the shareholders for prior approval.

A summary of information provided by the Management to the Audit Committee under Clause 5A (a) to (e) shall form a part of the explanatory statement. In addition to the same, the shareholders will be provided with information under clauses 5A (g) to (i) and clause 5A (f), wherever applicable.

No related party will vote on such resolutions irrespective of the fact whether it is a related party to the transaction or not.



6. EXCLUSIONS:

The following RPTs will not be put up for approval of the Audit Committee / Board / Shareholders:

- Transactions between the Company and its Wholly Owned Subsidiary (WOS) (if the Company is preparing consolidated accounts and placing the same before its shareholders for approval)
- Transactions between two WOS of the Company (if the Company is preparing consolidated accounts and placing the same before its shareholders for approval)
- Issue of specified securities on preferential basis subject to compliance of applicable SEBI Regulations.
- Corporate actions as under as the same are uniformly applicable to all shareholders:
 - Payment/Receipt of dividend
 - Sub-division of consolidation of securities
 - Issue of securities as rights or bonus
 - Buy-back of securities.

In addition to the above, since the transactions or arrangements mentioned below are specifically dealt under different provisions of the Law/policy of the Company and executed under separate approvals, no approval of Audit Committee will be taken for

- Any transaction between the related parties approved by the Nomination & Remuneration Committee and the CSR Committee
- Any transaction by the Company with its employee pursuant to the employment terms irrespective of the fact that the employee is a related party of a group company.
- Any transaction between the related parties for reimbursement of expenses including fees paid to Independent Directors for attending Board Meeting & other meetings
- Any transaction between the related parties for Payment of statutory liability like PF, Gratuity etc.

7. DISCLOSURE:

Appropriate disclosures as required under the Act and the SEBI LODR will be made in the Annual Report and to the Stock Exchanges.



8. REVIEW AND AMENDMENT:

Any changes in the definitions and/or provisions of this Policy pursuant to an amendment in the SEBI LODR or the Act will be effective without any further approval from the Audit Committee/Board. The Audit Committee / Board will be briefed about such changes.

The Board will review the Policy at least once in three years.

In the event any provisions of the Policy are inconsistent with the provisions of SEBI LODR or the Act or any other applicable statutes, the provisions of the regulatory statutes will prevail.