



Policy on determination of Materiality Events Information

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1. Introduction:

The Board of Directors ("**Board**") of Sara Solutions Limited ("**Company**") has adopted this policy for determination of materiality of information or event for facilitating prompt disclosure of material price sensitive information to the stock exchange(s) ("**Policy**").

This Policy has been prepared in terms of Regulation 30 and Regulation 30A of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**Listing Regulations**") and shall be **effective from 20th February, 2024**.

2. Objective

The Company has to ensure prompt disclosure of material price sensitive information/ event to the stock exchange(s), where the securities of the Company are listed, so that present and potential investors are able to take informed decision relating to their investment in the Company and to avoid creation of false market in the securities of the Company. This Policy shall act as a guidance for determining materiality of such price sensitive information.

3. Definitions

The capitalized terms used in this Policy shall have the meaning ascribed to such terms in the Companies Act, 2013, rules made thereunder and the Listing Regulations (*collectively, "Statutory Provisions"*), as the case may be.

4. Guidelines for determining materiality of events/information

The following factors shall be considered for determining materiality of any event/information:

- The omission of an event/ information which might result in discontinuity or alteration of information which is already in public domain; or
- The omission of event/ information which might result in significant market reaction, if the said omission come to light at a later date; or
- Any event/ information, which if not disclosed promptly may lead to creation of false market in the securities of the Company; or
 - whether the event/ information is in the ordinary course of business; or
 - whether the event/ information represents a significant shift in strategy and is an exit from, or entry into, a significant line of business; or
- Any event/ information whose value or the expected impact in terms of value, exceeds the lower of the following:
 - 2 (Two) percent of turnover, as per the last audited consolidated financial statements of the Company;
 - 2 (Two) percent of net worth, as per the last audited consolidated financial statements of the Company, except in case the arithmetic value of the net worth is negative;
 - 5 (Five) percent of the average of absolute value of profit or loss after tax, as per the last three audited consolidated financial statements of the Company.



- Any other event/ information which is material in the opinion of the Board of Directors of the Company.

5. Disclosure of Events/Information to the stock exchanges

Para A - Part A of Schedule III of Listing Regulations

For the avoidance of doubt, events listed in **Annexure I** of this Policy are deemed to be material events and the Company shall make disclosure of such events or information to the stock exchange(s), without application of guidelines for materiality as provided in clause 4 of this Policy, as soon as reasonably possible but not later than:

- a. 30 (thirty) minutes from the closure of the meeting of the board of directors in which the decision pertaining to the event / information has been taken;
- b. 12 (twelve) hours from the occurrence of the event / information, in case the event or information is emanating from within the Company;
- c. 24 (twenty-four) hours from the occurrence of the event / information, in case the event/Information is not emanating from within the Company.

Disclosure with respect to events for which timelines have been specified in Part A of Schedule III of the Listing Regulations shall be made within such timelines.

Para B - Part A of Schedule III of Listing Regulations

Any event or information, including the event or information, specified in **Annexure II** of this Policy, shall be forthwith informed to the KMP(s) upon occurrence, with adequate supporting data/information, to facilitate a prompt and appropriate disclosure to the stock exchanges.

The KMP(s) will then ascertain the materiality of such event(s) or information based on the above guidelines.

On completion of assessment, the KMP(s) shall, if required, make appropriate disclosure(s) to the Stock Exchange

Events not specified in in Para A and Para B - Part A of Schedule III of Listing Regulations

Apart from the events/ information specified under **Annexure I and Annexure II**, any other material information/event viz. major development that is likely to affect business, e.g. emergence of new technologies, expiry of patents, any change of accounting policy that may have a significant impact on the accounts, etc. and brief details thereof and any other information which is exclusively known to the Company which may be necessary to enable the holders of securities of the Company to appraise its position and to avoid the establishment of a false market in such securities, shall also be disclosed to the stock exchange(s).

The Company shall disclose to the stock exchange(s) material updates on the events/ information disclosed under this Policy till such time the event is resolved/ closed, with relevant explanations.

The Company shall also disclose all events/ information with respect to its subsidiaries, which are material for the Company, by applying the guidelines of materiality as given in clause 4 of this Policy.



Without prejudice to the generality of provisions of this Policy, the Company may make disclosures of event/ information as specified by the Board of Directors, from time to time.

Disclosure on Company's website

All such events/ information disclosed to the stock exchange(s) shall be uploaded on the Company's website pursuant to Regulation 46 of the Listing Regulations (*including all other applicable laws, statutes and guidelines*) for a minimum period of 5 years and thereafter as per Archival of Documents policy of the Company.

6. Authority

The Key Managerial Personnel (*Managing Director, Chief Financial Officer and Company Secretary*) of the Company will be authorized officer and shall be authorized to:

- a. determine materiality of event/ information as specified in Annexure II of this Policy and
- b. disclose such material events/information to the stock exchange(s).

The authorized person, as determined aforesaid shall be relevant employees for the purpose of this policy, to identify potential event or information pertaining to determining the material event.

7. Review and Amendment

The Policy shall be reviewed as and when required to ensure that it meets the objectives of the Statutory Provisions and remains effective.

This Policy shall be reviewed periodically and may be amended by the Managing Director of the Company, as may be deemed necessary.

8. Interpretation

In case of any conflict between the provisions of this Policy and of Statutory Provisions, the Statutory Provisions shall prevail over this Policy. Any subsequent amendment/ modification in the Statutory Provisions shall automatically apply to this Policy.

In case of any clarification required with respect to this Policy, kindly contact the Company Secretary of the Company.

This Policy shall be disclosed on the website of the Company i.e. www.ssltd.in



Annexure I

Material events/ information to be mandatorily disclosed to the stock exchange(s)

1. Acquisition(s) (including agreement to acquire), Scheme of Arrangement (amalgamation, merger, demerger or restructuring), sale or disposal of any unit(s), division(s), whole or substantially the whole of the undertaking(s) or subsidiary of the Company, sale of stake in associate company of the Company or any other restructuring.

The term "acquisition" shall mean: -

- i. acquiring control, whether directly or indirectly; or,
- ii. acquiring or agreeing to acquire shares or voting rights in, a company, whether directly or indirectly, such that -
 - (a) the Company holds shares or voting rights aggregating to 5% or more of the shares or voting rights in the said company, or;
 - (b) there has been a change in holding from the last disclosure made and such change exceeds 2% of the total shareholding or voting rights in the said company, or;
 - (c) the cost of acquisition or the price at which the shares are acquired exceeds the threshold specified in Clause 4 of this policy.

The terms "sale or disposal of subsidiary" and "sale of stake in associate company" shall mean:

- i. an agreement to sell / sale of shares / voting rights in a company such that the company ceases to be a wholly owned subsidiary, a subsidiary or an associate company of the company; or
 - ii. an agreement to sell or sale of shares or voting rights in a subsidiary or associate company such that the amount of the sale exceeds the threshold specified in Clause 4 of this policy.
2. Issuance or forfeiture of securities, split or consolidation of shares, buyback of securities, any restriction on transferability of securities or alteration in terms or structure of existing securities including forfeiture, reissue of forfeited securities, alteration of calls, redemption of securities etc.
 3. New Rating(s) or Revision in Rating(s).
 4. Outcome of Meetings of the board of directors: The Company shall disclose to the Exchange(s), within 30 minutes of the closure of the meeting, held to consider the following:
 - i. dividends and/or cash bonuses recommended or declared or the decision to pass any dividend and the date on which dividend shall be paid/dispatched;
 - ii. any cancellation of dividend with reasons thereof;
 - iii. the decision on buyback of securities;
 - iv. the decision with respect to fund raising proposed to be undertaken;
 - v. increase in capital by issue of bonus shares through capitalization including the date on which such bonus shares shall be credited/dispatched;



- vi. reissue of forfeited shares or securities, or the issue of shares or securities held in reserve for future issue or the creation in any form or manner of new shares or securities or any other rights, privileges or benefits to subscribe to;
 - vii. short particulars of any other alterations of capital, including calls;
 - viii. financial results;
 - ix. decision on voluntary delisting by the Company from stock exchange(s).
5. Agreements (viz. shareholder agreement(s), joint venture agreement(s), family settlement agreement(s) (to the extent that it impacts management and control of the Company), agreement(s)/ treaty(ies)/ contract(s) with media companies) which are binding and not in normal course of business, revision(s) or amendment(s) and termination(s) thereof.
6. Agreements entered into by the shareholders, promoters, promoter group entities, related parties, directors, key managerial personnel, employees of the Company or of its holding, subsidiary or associate company, among themselves or with the Company or with a third party, solely or jointly, which, either directly or indirectly or potentially or whose purpose and effect is to, impact the management or control of the Company or impose any restriction or create any liability upon the Company, shall be disclosed to the Stock Exchanges, including disclosure of any rescission, amendment or alteration of such agreements thereto, whether or not the Company is a party to such agreements.
- Provided that such agreements entered into by a Company in the normal course of business shall not be required to be disclosed unless they, either directly or indirectly or potentially or whose purpose and effect is to, impact the management or control of the Company or they are required to be disclosed in terms of any other provisions of these regulations.
7. Fraud or defaults by a Company, its promoter, director, key managerial personnel, senior management or subsidiary or arrest of key managerial personnel, senior management, promoter or director of the Company, whether occurred within India or abroad.
8. Change in directors, key managerial personnel (Managing Director, Chief Executive Officer, Chief Financial Officer, Company Secretary etc.), senior management, Auditor and Compliance Officer.
9. In case of resignation of the auditor of the Company, detailed reasons for resignation of auditor, as given by the said auditor, shall be disclosed by the Company to the stock exchanges as soon as possible but not later than twenty-four hours of receipt of such reasons from the auditor.
10. Resignation of independent director including reasons for resignation: In case of resignation of an independent director of the Company, within seven days from the date of resignation, the following disclosures shall be made to the stock exchanges:
- i. the letter of resignation along with detailed reasons for the resignation as given by the said director.
 - ii. names of listed entities in which the resigning director holds directorships, indicating the category of directorship and membership of board committees, if any.



- iii. the independent director shall, along with the detailed reasons, also provide a confirmation that there is no other material reasons other than those provided.
- iv. the confirmation as provided by the independent director above shall also be disclosed by the listed entities to the stock exchanges along with the disclosures as specified in sub- clause (i) and (ii) above.
11. In case of resignation of key managerial personnel, senior management, Compliance Officer or director other than an independent director; the letter of resignation along with detailed reasons for the resignation as given by the key managerial personnel, senior management, Compliance Officer or director shall be disclosed to the stock exchanges within seven days from the date that such resignation comes into effect.
12. In case the Managing Director or Chief Executive Officer of the listed entity was indisposed or unavailable to fulfil the requirements of the role in a regular manner for more than forty five days in any rolling period of ninety days, the same along with the reasons for such indisposition or unavailability, shall be disclosed to the stock exchange(s).
13. Appointment or discontinuation of share transfer agent.
14. Resolution plan/ Restructuring in relation to loans/borrowings from banks/financial institutions
15. One time settlement with a bank.
16. Winding-up petition filed by any party / creditors.
17. Issuance of Notices, call letters, resolutions and circulars sent to shareholders, debenture holders or creditors or any class of them or advertised in the media by the Company.
18. Proceedings of Annual and extraordinary general meetings of the Company.
19. Amendments to memorandum and articles of association of Company, in brief.
20. Schedule of Analyst or institutional investor meet at least two working days in advance (excluding the date of the intimation and the date of the meet) and presentations made by the Company to analysts or institutional investors.

For the purpose of this clause 'meet' shall mean group meetings or group conference calls conducted physically or through digital means.

Audio or video recordings and transcripts of post earnings/quarterly calls, by whatever name called, conducted physically or through digital means, simultaneously with submission to the recognized stock exchange(s), in the following manner:

- i. the presentation and the audio/video recordings shall be promptly made available on the website and in any case, before the next trading day or within twenty-four hours from the conclusion of such calls, whichever is earlier;
 - ii. the transcripts of such calls shall be made available on the website within five working days of the conclusion of such calls.
21. Events in relation to the corporate insolvency resolution process (CIRP) against the Company under the Insolvency Code.



22. Initiation of Forensic audit.
23. Announcement or communication through social media intermediaries or mainstream media by directors, promoters, key managerial personnel or senior management of a Company, in relation to any event or information which is material for the Company and is not already made available in the public domain by the Company.

The “social media intermediaries” shall have the same meaning as defined under the Information Technology (Intermediary Guidelines and Digital Media Ethics Code) Rules, 2021.

24. Action(s) initiated or orders passed by any regulatory, statutory, enforcement authority or judicial body against the Company or its directors, key managerial personnel, senior management, promoter or subsidiary, in relation to the Company, in respect of the following:
 - i. search or seizure; or
 - ii. re-opening of accounts under section 130 of the Companies Act, 2013; or
 - iii. investigation under the provisions of Chapter XIV of the Companies Act, 2013;
25. Action(s) taken or orders passed by any regulatory, statutory, enforcement authority or judicial body against the Company or its directors, key managerial personnel, senior management, promoter or subsidiary, in relation to the Company, in respect of the following:
 - i. suspension;
 - ii. imposition of fine or penalty;
 - iii. settlement of proceedings;
 - iv. debarment;
 - v. disqualification;
 - vi. closure of operations;
 - vii. sanctions imposed;
 - viii. warning or caution; or
 - ix. any other similar action(s) by whatever name called
26. Voluntary revision of financial statements or the report of the board of directors of the Company under section 131 of the Companies Act, 2013.



Annexure II

List of events/ information to be disclosed to the stock exchange(s) if considered material.

1. Commencement or any postponement in the date of commencement of commercial production or commercial operations of any unit/division.
2. Any arrangements for strategic, technical, manufacturing, or marketing tie-up or adoption of new line(s) of business, or closure of operation of any unit, division or subsidiary (in entirety or in piecemeal).
3. Capacity addition or product launch.
4. Awarding, bagging/ receiving, amendment or termination of awarded/bagged orders/contracts not in the normal course of business.
5. Agreements (viz. loan agreement(s) or any other agreement(s) which are binding and not in normal course of business) and revision(s) or amendment(s) or termination(s) thereof.
6. Disruption of operations of any one or more units or division of the Company due to natural calamity (earthquake, flood, fire etc.), force majeure or events such as strikes, lockouts etc.
7. Effect(s) arising out of change in the regulatory framework applicable to the Company.
8. Pendency of any litigation(s) or dispute(s) or the outcome thereof which may have an impact on the Company.
9. Frauds or defaults by employees of the Company which has or may have an impact on the Company.
10. Options to purchase securities including any ESOP/ESPS Scheme.
11. Giving of guarantees or indemnity or becoming a surety for, by whatever named called, any third party.
12. Granting, withdrawal, surrender, cancellation or suspension of key licenses or regulatory approvals.
13. Delay or default in the payment of fines, penalties, dues, etc. to any regulatory, statutory, enforcement or judicial authority.

