

#### Head Office:

506, Saffron Building, Near Center Point, Ambawadi, Ahmedabad - 380 006. Phone: 079-26427800, 26565200 Tele Fax: 91-79-26421864 E-mail: polylink@polylinkpolymers.com

E-mail: polylink@polylinkpolymers.com Website: www.polylinkpolymers.com

Registered Office (Works): Block No. 229-230, Vill - Valthera, Dholka-Bagodara Highway, Taluka-Dholka, Dist.-Ahmedabad-382225

## POLICY ON CRITERIA TO DETERMINE MATERIALITY FOR DISCLOSURE OF EVENTS

## (Revised policy adopted by Board on 05/02/2024)

#### 1. OBJECTIVE:

The Policy is framed in accordance with the requirement of Regulation 30 of SEBI (Listing obligation and Disclosure requirement) Regulation, 2015 ("Regulations") as amended time to time. The object behind this policy is to determine the materiality of event or information of the Company and to ensure that such information is adequately disseminated in pursuance with the regulations and provide on overall governance framework of such determination of materiality.

#### **EFFECTIVE DATE:**

This policy is effective from December 1<sup>st</sup>, 2015 and it is available at the website of the company. (Lastly modified on 05<sup>th</sup> February, 2024)

#### 2. **DEFINATION**:

"Act" means the Companies act, 2013 and the rules framed thereunder, including any modification, addition, deletion, clarification, circular and re-enactment thereof.

**"Board of Director"** or **"Board"** Mean the Board of Directors of Polylink Polymers (I) Ltd. as constituted from time to time.

"Company" mean Polylink Polymers (India) Limited.

**"Key Managerial Person"** means KMP as defined in Subsection (51) of Section 2 of the Companies act, 2013

"Listing Regulation" mean an Agreement entered by the Company with Stock Exchange as per SEBI (Listing obligation and Disclosure Requirement) Regulation 2015



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"Material Event or Material Information "means such event or information as set out in the schedule as may be determined in terms of clause 3 of the Policy. In this Policy the Words "Material" and Materiality shall be construed accordingly.

"Schedule" mean Schedule III of SEBI (Listing obligation and Disclosure Requirement) Regulation 2015.

#### 3. GUIDELINE FOR DETERMINE THE MATERIALITY OF EVENT:

The Materiality will be determined on a Case to case basis depending upon the fact and the Circumstances pertaining to the event or information. Generally events / information shall be considered as Material if it meets any of the following criteria:

- (a) the event or information is in any manner unpublished price sensitive information;
- (b) the omission of an event or information, which is likely to result in discontinuity or alteration of event or information already available publicly;
- (c) the omission of an event or information is likely to result in significant market reaction if the said omission came to light at a later date; and
- (d) any omission of the event or information whose value or the expected impact in terms of value, exceeds the lower of the following
  - i. 2% of turnover, as per the last audited consolidated financial statements of the listed entity;
  - ii. 2% of net worth, as per the last audited consolidated financial statements of listed entity, except in case the arithmetic value of the net worth is negative;
  - iii. 5% of the average absolute value of profit or loss after tax, as per the last three audited consolidated financial statements of the listed entity
- (e) any other event/information which is treated as being material in the opinion of the Board of Directors of the Company.

Without prejudice to the generality of A, B, C and D above, the Company shall make disclosures of event/information as specified by the Board from time to time.

The company shall also assist the relevant employee of the listed entity in identifying any potential material event or information and reporting the same to the authorized Key Managerial Personnel for determining the materiality of the said event.



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#### 4. DISCLOSURE OF EVENTS/INFORMATION

- a. Events specified in Annexure A are deemed to be material events and the Company shall make disclosure to of such events or information as soon as reasonably possible and not later than the following;
  - i. 30 minutes from the closure of the meeting of the board of Director in which the decision pertaining to the event or information which has been taken.
  - ii. 12 hours from the occurrence of the event or information, in case the event or information is originating from within the listed entity itself.
  - iii. 24 hours from the occurrence of the event or information, in case the event or information is not originating from within the listed entity itself.

The event or disclosure shall be disclosed in the following manner:

- i. inform to the stock exchanges in which the securities of the Company are listed;
- ii. Upload on the corporate website of the Company.

Provided that in case the disclosure is made after the timeliness specified under this regulation the company shall, along with the such disclosure(s) provides an explanation for delay.

- b. The Company shall make disclosure of events as specified in Annexure B based on application of guidelines for determining Materiality as per clause 3 of the Policy.
- c. The company shall disclose and any types of communication pursuant to the receipts from any regulatory, statutory, enforcement and judicial authority along with the event or information, unless disclosure of such communication is prohibited by such authority.
- d. The Company shall make disclosures updating Material developments on a regular basis, till such time the event is resolved/closed or settled with relevant explanations.
- e. The Company shall disclose all events or information with respect to its Material Subsidiary(s), if any.



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- f. The Company shall provide specific and adequate reply to all queries raised by stock exchange(s) with respect to any events or information and on its own initiative. Further it shall confirm or deny any event or information to stock exchange(s) reported in the media.
- g. The disclosure with respect to event specified in sub-para 4 of para A of Part A of Schedule III of SEBI (LODR) shall be made within 30 minutes of the conclusion of the board meeting.
- h. The company shall disclose the number of agreements that subsist as on the date of notification of clause 5A to para A of part A of schedule III along with their silent feature including the link at the website
- i. In case where an event occurs or information is available with the Company, which has not been indicated in Annexure A or Annexure B, but which may have material effect on it, the Company will make adequate disclosures in regard thereof. All the above disclosures would be hosted on the website of the Company for a minimum period of five years and thereafter archived as per Company's Archived policy.

#### 5. AUTHORITY TO KEY MANAGERIAL PERSONNEL:

The Chairman, executive Director and Company Secretary of the Company are severally having the authority to determine Materiality of any event or information and ensure disclosures of the same are made to stock exchange(s), subject to the provisions of this Policy and to take the decision to disclose the material information/event to the stock exchange.

#### **CONTACT DETAILS:**

## **Shri Manoj Gohil**

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#### Shri R. P. Goyal

Whole Time Director' Polylink Polymers (I) Ltd 506, Saffron Tower,

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## Shri Dilip Nikhare

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#### 6. AMENDMENTS:

The Board may subject to the applicable laws amend any provision(s) or substitute any of the provision(s) with the new provision(s) or replace the Policy entirely with a new Policy. However, no such amendment or modification shall be inconsistent with the applicable provisions of any law for the time being in force.

#### 7. SCOPE AND LIMITATION

In the event of any conflict between the provisions of this Policy and the Listing Agreement; Companies Act, 2013 and Regulations thereunder or any other statutory enactments, rules, the provisions of such Listing Regulation / Companies Act, 2013 or statutory enactments, rules shall prevail over this Policy and the part(s) so repugnant shall be deemed to severed from the Policy and the rest of the Policy shall remain in force.

#### 8. DISSEMINATION OF POLICY

This Policy shall be hosted on the website of the Company ( <a href="www.polylinkpolymers.com">www.polylinkpolymers.com</a>) and address of such web link thereto shall be provided in the Annual Report of the Company.



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#### **ANNEXURE A**

# EVENTS WHICH BE DISCLOSED TO THE STOCK EXCHANGE WITHOUT ANY APPLICATION OF THE GUIDELINES FOR MATERIALITY AS SPECIFIED IN SUB-REGULATION (4) OF REGULATION (30):

Para/sub- para	Events	Timeline for disclosure
1.	Acquisition(s) (including agreement to acquire), Scheme of Arrangement (amalgamation/ merger/demerger/restructuring), sale or disposal of any unit(s), division(s), whole or substantially the whole of the undertakings) or subsidiary of the listed entity, sale of stake in the associate company of the listed entity or any other restructuring.  Explanation '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 five per cent 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 and such change exceeds two per cent of the total shareholding or voting rights in the said company.  c. The cost of acquisition or the price at which the shares are acquired exceeds the threshold limit.	Within 12 hours*
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.	Within 12 hours*



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3.	New Ratings(s) or Revision in Rating(s).	Within 24 hours*
4.	Outcome of Meetings of the board of directors.  a. 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;	Timeline as specified in subpara 4 of Para A of Schedule III.
	<ul><li>b. any cancellation of dividend with reasons thereof;</li></ul>	
	c. the decision on buyback of securities;	
	d. the decision with respect to fund raising proposed to be undertaken	
	e. increase in capital by issue of bonus shares through capitalization including the date on which such bonus shares shall be credited/dispatched;	
	f. 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;	
	g. short particulars of any other alterations of capital, including calls;	
	h. financial results;	
	<ul> <li>i. decision on voluntary delisting by the Company from stock exchange(s).</li> </ul>	
5.	Agreements (viz. shareholder agreements), joint venture agreement(s), family settlement agreement(s) (to the extent that it impacts management and control of the listed entity),	Within 12 hours (for agreements where listed entity is a party);



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	agreement(s)/treaty(ies/contract(s) with media companies) which are binding and not in normal course of business, revision(s) or amendments) and termination(s) thereof.	Within 24 hours (for agreements where listed entity is not a party)
5A.	Agreements entered into by the shareholders, promoters, promoter group entities, related parties, directors, key managerial personnel, employees of the listed entity or of its holding, subsidiary or associate company, among themselves or with the listed entity 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 listed entity or impose any restriction or create any liability upon the listed entity, shall be disclosed to the Stock Exchanges, including disclosure of any rescission, amendment or alteration of such agreements thereto, whether or not the listed entity is a party to such agreements:  Provided that such agreements entered into by a listed entity 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 listed entity or they are required to be disclosed in terms of any other provisions of these regulations.	Within 12 hours (for agreements where listed entity is a party);  Within 24 hours (for agreements where listed entity is not a party)
6.	Fraud or defaults by a listed entity, its promoter, director, key managerial personnel, senior management or subsidiary or arrest of key managerial personnel, senior management, promoter or director whether occurred within India or abroad.	Within 24 hours*
7.	Change in directors, key managerial personnel (Managing Director, Chief Executive Officer, Chief Financial Officer, Company Secretary etc.), senior management, Auditor and Compliance Officer.	Within 12 hours (for agreements where listed entity is a party); Within 24 hours (for



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		listed entity is not a
		party)
7A.	In case of resignation of the auditor of the listed entity,	Timeline as
	detailed reasons for resignation of auditor, as given by	specified in sub-
	the said auditor.	para 7A of Para A of
		Schedule III.
7B.	Resignation of independent director including reasons	Timeline as
	for resignation.	specified in sub-
		para 7B of Para A of
		Schedule III.
7C.	Letter of resignation along with detailed reasons for the	Timeline as
	resignation as given by the key managerial personnel,	specified in sub-
	senior management, Compliance Officer or director.	para 7C of Para A of
		Schedule III.
7D.	In case the Managing Director or Chief Executive Officer	Within 12 hours*
	of the listed entity was indisposed or unavailable to fulfill	
	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).	
8.	Appointment or discontinuation of share transfer agent.	Within 12 hours*
9.	Resolution plan/ Restructuring in relation to	Within 24 hours*
	loans/borrowings from banks/financial institutions.	
10.	One time settlement with a bank.	Within 24 hours*
11.	Winding-up petition filed by any party / creditors.	Within 24 hours*
12.	Issuance of notices, call letters, resolutions and circulars	Within 12 hours*
	sent to shareholders, debenture holders or creditors or	
	any class of them or advertised in the media by the listed	
	entity.	
13.	Proceedings of annual and extraordinary general	Within 12 hours*
	meetings of the listed entity.	
14.	Amendments to memorandum and articles of	Within 12 hours*
_	association of listed entity, in brief.	
15.	a) Schedule of analysts or institutional investors meet	Timeline as
	and presentations made by the listed entity to	specified in sub-
	analysts or institutional investors.	para 15 of Para A of
	b) Audio or video recordings and transcripts of post	Schedule III.
	earnings/quarterly calls, by whatever name called,	



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	conducted physically or through digital means whenever applicable	
16.	Events in relation to the corporate insolvency resolution process (CIRP) of a listed corporate debtor under the Insolvency Code.	Within 24 hours*
17.	Initiation of Forensic audit: In case of initiation of forensic audit, (by whatever name called), the following disclosures shall be made to the stock exchanges by listed entities:  a) The fact of initiation of forensic audit along-with name of entity initiating the audit and reasons for the same, if available; b) Final forensic audit report (other than for forensic audit initiated by regulatory / enforcement agencies) on receipt by the listed entity along with comments of the management, if any.	Within 12 hours* (if initiated by the listed entity); Within 24 hours* (if initiated by external agency).
18.	Announcement or communication through social media intermediaries or mainstream media by directors, promoters, key managerial personnel or senior management of a listed entity, in relation to any event or information which is material for the listed entity in terms of regulation 30 of these regulations and is not already made available in the public domain by the listed entity.	Within 24 hours*
19.	Action(s) initiated or orders passed by any regulatory, statutory, enforcement authority or judicial body against the listed entity or its directors, key managerial personnel, senior management, promoter or subsidiary, in relation to the listed entity, in respect of the following:  a) search or seizure; or b) re-opening of accounts under section 130 of the Companies Act, 2013; or c) investigation under the provisions of Chapter XIV of the Companies Act, 2013;	Within 24 hours*
20.	Action(s) taken or orders passed by any regulatory, statutory, enforcement authority or judicial body against the listed entity or its directors, key managerial personnel, senior management, promoter or subsidiary, in relation to the listed entity, in respect of the following:	Within 24 hours*



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	a) suspension;	
	b) Imposition of fine or penalty;	
	c) settlement of proceedings;	
	d) debarment;	
	e) disqualification;	
	f) closure of operations;	
	g) sanctions imposed;	
	h) warning or caution; or	
	i) any other similar action(s) by whatever name called;	
21.	Voluntary revision of financial statements or the report	Within 12 hours*
	of the board of directors of the listed entity under	
	section 131 of the Companies Act, 2013.	



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#### **ANNEXURE B**

# EVENTS WHICH SHALL BE DISCLOSED UPON APPLICATION OF THE GUIDELINES FOR MATERIALITY REFERRED SUB-REGULATION (4) OF REGULATION (30)

Para / sub-	Events	Timeline for
para		disclosure
1	Commencement or any postponement in the date of	Within 12 hours*
	commencement of commercial production or	
	commercial operations of any unit/division	14.0.1. #
2	Any of the following events pertaining to the listed	Within 12 hours*
	entity:	
	i. arrangements for strategic, technical,	
	manufacturing, or marketing tie-up; or	
	ii. adoption of new line(s) of business; or	
	iii. closure of operation of any unit, division, or	
3	subsidiary (entirety or piecemeal)	\\/;+bip 12 bours*
	Capacity addition or product launch.	Within 12 hours* Within 24 hours*
4	Awarding, bagging/ receiving, amendment or	Within 24 hours.
	termination of awarded/bagged orders/contracts not in the normal course of business.	
5	Agreements (viz. loan agreement(s) or any other	Within 24 hours*
5	agreement(s) which are binding and not in normal	Within 24 hours
	course of business) and revision(s) or amendments) or	
	termination(s) thereof.	
6	Disruption of operations of any one or more units or	Within 24 hours*
	division of the listed entity 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	Within 24 hours*
	framework applicable to the listed entity.	
8	Pendency of any litigation(s) or dispute(s) or the	Within 24 hours*
	outcome thereof which may have an impact on the	
	listed entity.	
9	Frauds or defaults by employees of the listed entity	Within 24 hours*
	which has or may have an impact on the listed entity.	
10	Options to purchase securities including any	Within 12 hours*
	ESOP/ESPS	



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11	Giving of guarantees or indemnity or becoming a	Within 12 hours*
	surety, by whatever name called, for any third party.	
12	Granting, withdrawal, surrender, cancellation or	Within 24 hours*
	suspension of key licenses or regulatory approvals.	
13	Delay or default in the payment of fines, penalties,	Within 12 hours*
	dues, etc. to any regulatory, statutory, enforcement or	
	judicial authority.	
14	Any other information/event viz. major development	Within 24 hours*
	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	
	listed entity which may be necessary to enable the	
	holders of securities of the listed entity to appraise its	
	position and to avoid the establishment of a false	
	market in such securities.	
15	Without prejudice to the generality of para (A), (B) and	Timeline as specified
	(C) above, the listed entity may make disclosures of	by the Board
	event/information as specified by the Board from time	
	to time.	
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<sup>\*</sup> Note: In case the event or information emanates from a decision taken in a meeting of board of directors, the same shall be disclosed within thirty minutes from the closure of such meeting as against the timeline indicated in the table above.