

PHF LEASING LIMITED

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Terms and Conditions of Appointment of Independent Directors

[Pursuant to the provisions of Schedule IV to the Companies Act, 2013 ("the Act") and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015]

The broad terms and conditions of appointment of Independent Directors are reproduced hereunder:

1. Appointment

- 1.1. The appointment of Independent Directors will be as per the provisions of Companies Act, 2013
- 1.2. The appointment as an Independent Director (ID) on the Board will be effective from <date of appointment> and for a period of <terms of appointment>.
- 1.3. The Independent Directors will not be liable to retire by rotation.
- 1.4. The re-appointment of Independent Directors would be considered by the Board based on the outcome of the performance evaluation process and meeting independence criteria.
- 1.5. The Board may, if it deems fit, invite ID for being appointed on one or more existing Board Committees or any such Committee that is set up in the future. The appointment on such Committee(s) will be subject to applicable law.

2. Expectations, Roles, Functions and Duties

- 2.1. ID is expected to bring objectivity and independence of view to the Board's discussions and to help provide the Board with effective inputs in relation to the Company's

strategy, performance and risk management as well as ensuring high standards of financial probity and corporate governance. ID is also expected to observe and comply with applicable laws, the charter documents of the Company and the rules, regulations and policies of the Company, in relation to his/her directorship and the business of the Company.

- 2.2. The role, functions and duties of ID will be as provided under the applicable law, including the Act and in conformity with Section 149(8) read with Schedule IV of the Companies Act, 2013 and Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“Listing Regulations”), including in relation to attendance of meetings, maintenance of confidentiality, safeguarding the interests of the stakeholders, bringing objective judgement, asking clarifications, etc.
- 2.3. In addition, the conduct of ID will be governed by applicable law, including the guidelines for professional conduct set out under the Code of Independent Directors, as provided in Section 149(8) read with Schedule IV of the Act, the duties of directors as set out under Section 166 of the Act and the duties and responsibilities as set out under the Listing Regulations.

3. Remuneration and Reimbursement of Expenses

- 3.1. ID will be paid such remuneration by way of sitting fees for attending meetings of the Board and its Committees as may be decided by the Board from time to time in compliance with applicable law. Further, ID may also be paid remuneration by way of profit related commission, if any, and if the same is permissible under the Companies Act, 2013 read with the applicable Schedule and Rules made thereunder. Further, ID shall also be entitled for reimbursement of actual out of pocket expenses incurred by him/her for attending the meetings of the Board/ Committees thereof. The remuneration shall be subject to applicable taxes and the Company may withhold there from any amounts as are required to be withheld pursuant to applicable law. Any tax liability arising in respect of payments made pursuant to remuneration to ID shall be borne solely by him/her.

4. Insurance

- 4.1. The Company has Directors’ and Officers’ liability insurance and it is intended that the Company will assume and maintain such cover for the full term of appointment of ID.

- 4.2. In addition to the remuneration described above the Company will, for the period of appointment, reimburse ID for travel, hotel and other incidental expenses incurred by him/her in the performance of his/her role and duties.

5. Conflict of Interest

It is accepted and acknowledged that ID may have business interests other than those of the Company. As a condition precedent to commencement of the appointment, ID is required to declare to the Company any such directorships, appointments and interests to the Board. Thereafter ID is required to declare to the Company whenever there is any change in the circumstances which may affect his/her status as an ID.

6. Other Terms and Conditions

6.1. Evaluation

The performance of ID will be evaluated as per the requirements of the Act and the Listing Regulations.

6.2. Termination

- (i) ID may resign from his/her position at any time by serving a reasonable written notice on the Board stating out the reason for resignation. Further, appointment of ID may be terminated in accordance with applicable law.
- (ii) Continuation of appointment of ID is contingent on his/her willingness to continue as an ID, and getting re-appointed by the shareholders in accordance with applicable law. ID will not be entitled to compensation in case the shareholders of the Company do not re-appoint him/her at any time.

6.3. Confidentiality

- (i) All information in relation to the Company acquired by ID during the appointment and tenure as an ID is confidential and should not be disclosed to third parties unless required by law.
- (ii) ID is subject to and bound by the prohibition and restrictions against Insider Trading and disclosure of Unpublished Price Sensitive Information, as prescribed under the Act and the regulations issued by the Securities and Exchange Board of India (“SEBI”). ID would have to strictly abide by the Code of Conduct for Prevention of Insider Trading of the Company under SEBI (Prohibition of Insider Trading) Regulations, 2015 (as amended or replaced from time to time).
- (iii) ID shall also be bound by the provisions of the Code of Conduct for Board Members and Senior Management as has been formulated by the Company.

6.4. **Liability**

Subject to applicable law, for any breach of duties, ID will be liable to consequence prescribed under applicable law and in relation to the Company, ID would be liable for such acts of omission or commission by the Company which had occurred with his/her knowledge, attributable through Board processes, and with his/her consent or connivance, or where ID has not acted diligently.

7. **Miscellaneous**

- 7.1. The appointment of ID is also subject to the maximum permissible directorships that one can hold under applicable law, including as per the provisions of the Act and the Listing Regulations. As per Regulation 25 of SEBI (LODR) Regulations, 2015, a person shall not serve as an independent director in more than seven listed entities:

Provided that any person who is serving as a whole time director in any listed entity shall serve as an independent director in not more than three listed entities.

- 7.2. ID will not be in employment of the Company.

7.3. ID will be invited to attend ongoing training and familiarization sessions, including briefings from management and site visits.

7.4. The independent directors of the listed entity shall hold at least one meeting in a year, without the presence of non-independent directors and members of the management and all the independent directors shall strive to be present at such meeting.

7.5. The independent directors in the meeting referred in sub-regulation (3) shall, interalia-

7.6. (a) review the performance of non-independent directors and the board of directors as a whole;

7.7. (b) review the performance of the chairperson of the listed entity, taking into account the views of executive directors and non-executive directors;

7.8. (c) assess the quality, quantity and timeliness of flow of information between the management of the listed entity and the board of directors that is necessary for the board of directors to effectively and reasonably perform their duties.
