

## **Public and Regulatory policy**

### **1. Background**

The employees & other agents of SRF while engaging with the public and the regulators during the course of its operations must act within the framework of applicable laws and regulations and authority conferred upon them in accordance with this policy.

The employees and authorized representatives must comply with all the applicable legal and regulatory requirements. This policy sets out the fundamental standards to be followed during the course of their interaction with the public and regulators.

### **2. Applicability**

The policy is applicable to all employees and authorized representatives working on behalf of the Company, while dealing with regulators and other stakeholders.

### **3. Policy Specifications**

#### **3. Responsible Public Advocacy**

SRF believes that it is necessary to represent to and engage with authorities on matters concerning the various sectors in which the Company operates through proper forums. The engagement with the relevant authorities is guided by the values enshrined in our Code of Conduct

Our people's integrity and fairness in organisational and business dealings is of utmost importance to all in SRF. The employees and agents while dealing on behalf of the Company shall ensure that their dealing is consistent with SRF's values and work with industry organizations that are engaged in public advocacy before the relevant authorities.

#### **4.1 Dealing with Stakeholders**

The Company is committed to provide high and consistent levels of service to its stakeholders viz. customers, shareholders, investors, suppliers, vendors, dealers, consultants, agents and various business associates.

- Employees while engaging with its stakeholders must be responsive in all the dealings and follow SRF's values
- External presentations can be an excellent way to share our expertise with others, but make sure the concerned has the required approvals before accepting any invitation and obtain the necessary approvals on content
- Sharing of any confidential information should be strictly to discharge the official duties
- Not provide misleading or false assurances or information at any time
- Not accept any favour in cash, kind or any facility
- Deal with them strictly on a professional basis
- Employees should be aware of any potential conflicts of interest and discuss any concerns with the manager or reporting supervisor

#### **4.2 Dealing with various Industry Associations**

- The Company's engagement with the relevant authorities must be guided by the values of commitment, integrity, transparency and the need to balance interests of diverse stakeholders
- The Company can be a member of the various trade and business associations and employees can be nominated by the management as representatives
- The engagement with the various industry associations is a method for advocating the advancement of the industry and public good including representation in various forums for climate related matters to mitigate climate change and actively contribute to these forums on policy matters.

#### **4.3 Dealing with Regulators**

During the course of the duties, the employees may be required to interact with various regulators i.e Government Authorities / Regulatory bodies (Taxation, GST Authorities, Stock Exchanges, Securities and Exchange Board of India, Reserve Bank of India, Pollution Control Board, Director General of Foreign Trade etc.) and various other statutory bodies during the course of its operations and such employees are required to build relationship of trust based on integrity, transparency and fairness at all levels. The employees should follow the following principles:

- While dealing with the Government Authorities / Regulators, one must ensure that the highest standards of business conduct are followed
- When seeking resolution or clarification of various legal issues, ensure all engagements must be in line with normal business conduct and based on merit
- Proactively provide inputs on various policy matters
- Act as a leader to represent the industries, wherever we are market leaders to ensure overall growth
- Do not attempt to exert undue influence to obtain a favourable decision / avoid frivolous litigations
- Do not destroy, alter, conceal any records or data in physical / electronic form
- Do not provide false or misleading information or create false data or records

### **5. Affirmations**

All employees shall adhere to the Company's Public and Regulatory Policy and at all times abide by the standards, requirements and procedures laid down herein. They must:-

- Commit to individual conduct in accordance with this Policy
- Observe both, the spirit and the letter of the law in their dealings on the Company's behalf
- Recognize the Company's responsibility to its shareholders, customers, employees, those with whom Company does business, and to society
- Assess priorities in the context of discharging these responsibilities appropriately on the Company's behalf
- Conduct themselves as responsible members of society, giving due regard to health, safety, and environmental concerns, and human rights, in the operation of the Company's business

### **6. Amendments**

This Policy may be updated / amended by the Company from time to time.