

**APTUS VALUE HOUSING FINANCE INDIA LIMITED**  
**POLICY ON DETERMINATION OF MATERIALITY OF DISCLOSURES**

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**1. Background**

Aptus Value Housing Finance India Limited (“**Company**”) is committed to being open and transparent with all stakeholders and believes in disseminating information in a fair and timely manner.

Pursuant to Regulation 30 read along with Part A and Part B of Schedule III of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (“**Listing Regulations**”) the Board of Directors (“**Board**”) has adopted this Policy for determination of materiality of events (“**Policy**”) in its meeting held on May 05, 2021 so that such events / information can be promptly disclosed to the stock exchanges, as per the regulations.

This Policy is effective from the date of listing of securities of the Company.

**2. Definitions**

In this Policy, unless the context requires otherwise:

- a) “**Board**” shall mean the Board of Directors of the Company;
- b) “**Chief Financial Officer**” shall mean the person heading, responsible and for discharging the finance function of the Company as disclosed by it to the recognized stock exchange(s) in its filing under the Listing Regulations;
- c) “**Companies Act**” shall mean the Companies Act, 2013, as amended;
- d) “**Key Managerial Personnel**” or “**KMP**” pursuant to section 2(51) of the Companies Act shall include the following persons:
  - (i) the chief executive officer or the managing director or the manager;
  - (ii) company Secretary;
  - (iii) whole-time directors;
  - (iv) such other officers not more than one level below the directors who is in whole-time employment, designated as key managerial personnel by the Board; and
  - (v) such other officer as may be prescribed by the applicable laws.
- e) “**Officer**” includes any Director, Manager or Key Managerial Personnel or any person in accordance with whose directions or instructions the Board of Directors or any one or more of the Directors is or are accustomed to act and includes Promoter of the Company;
- f) “**Promoter**” and “**Promoter Group**” shall have the same meaning as assigned to them respectively in clauses (oo) and (pp) of sub-regulation (1) of Regulation 2 of the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018; and
- g) “**Subsidiary**” means a subsidiary as defined under sub-section (87) of section 2 of the Companies Act.

All other words and expressions used but not defined in this Policy, but defined in the SEBI Act, 1992, Companies Act, the Securities Contracts (Regulation) Act, 1956, the Depositories Act, 1996 and/or the rules and regulations made thereunder shall have the same meaning as respectively assigned to them in such Acts or rules or regulations or any statutory modification or re-enactment thereto, as the case may be.

### 3. Objective of the Policy

The objectives of this Policy are as follows:

- (a) To ensure that the Company complies with the disclosure obligations of a listed company laid down by the Listing Regulations, various securities laws and any other applicable laws (in India and overseas);
- (b) To ensure that the information disclosed by the Company is timely, transparent and continuous till the termination of the specific event or information;
- (c) To ensure that to the best of the knowledge of the management, the corporate documents and public statements are accurate and do not contain any misrepresentation;
- (d) To protect the confidentiality of material/price sensitive information within the context of the Company's disclosure obligations;
- (e) To provide a framework that supports and fosters confidence in the quality and integrity of information released by the Company; and
- (f) To ensure uniformity in the Company's approach to disclosures, raise awareness and reduce the risk of selective disclosures.

### 4. Categorization of Events/Information:

#### I. Material Events:

Material Events / Information may be categorized as under:

- A. Events specified in **Annexure – A**: They are all deemed to be material events which are to be disclosed without applicability of materiality guidelines.
- B. Events specified in **Annexure – B**: The Company shall apply materiality guidelines as per clauses a) & b) given below to determine the materiality of an event.

#### II. Criteria for determining materiality of events:

The Company shall consider the following criteria for determining the materiality of events /information:

- a) **Quantitative criteria:** an event/information, would be deemed as material information if it is likely to:
  - have an impact of 5% or more on the gross turnover or revenues or total income or 20% of the net worth, whichever is lower, as per the last consolidated accounts of the Company; or
  - increase/ decrease the market price of the shares of the Company by 5% on the stock exchanges, based on preceding 52 weeks high/low.
- b) **Quantitative Criteria:**
  - 1) the omission of an event or information, which is likely to result in discontinuity or alteration of event or information already available publicly; or
  - 2) 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; or
  - 3) the omission of an event or information, whose value or the expected impact in terms of value, exceeds the lower of the following:
    - i. two percent of turnover, as per the last audited consolidated financial statements of the listed entity;
    - ii. two percent of net worth, as per the last audited consolidated financial statements of the listed entity, except in case the arithmetic value of the net worth is negative;
    - iii. 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 listed entity;

- 4) In case where the criteria specified in sub-clauses 1), 2) and 3) is not applicable, an event or information may be treated as being material if in the opinion of the board of directors of the listed entity, the event or information is considered material.
- c) **Timelines for disclosure of material events:**  
The Company shall disclose to the stock exchange(s) all events or information which are material in terms of the provisions of this regulation as soon as reasonably possible not later than the following: ‘

<b>Timeline</b>	<b>Materiality information</b>
30 minutes from the closure of the meeting of the board of directors	If the decision pertaining to the material event or information has been taken in such board meeting.
12 hours from the occurrence of the event or information	If the event or information is emanating from within the listed entity
24 hours from the occurrence of event or information	If the event or information is not emanating from within the listed entity

## **5. Person(s) Responsible for Disclosure**

The Key Managerial Personnel consisting of the Managing Director, the Wholetime Director, the Chief Financial Officer and the Company Secretary of the Company, shall jointly and severally be the authority to determine the materiality of any information, classify it as a material information, decide the appropriate time at which disclosure is to be filed with the stock exchanges and details that may be filed in the best interest of present and potential investors. The objective of this Policy is to lay down the criteria for determination of materiality of events and information that need to be disclosed to the stock exchanges in a timely manner and other matters related thereto.

“**Authorized Person(s)**” shall include Managing Director, Chief Financial Officer and Company Secretary of the Company.

The Authorized Person(s) shall have the following powers and responsibilities for determining the material events or information:

- To review and assess an event or information that may qualify as ‘material’ and may require disclosure, on the basis of facts and circumstances prevailing at a given point in time.
- To determine the appropriate time at which the disclosures are to be made to the stock exchanges based on an assessment of actual time of occurrence of an event or information.
- To disclose developments that are material in nature on a regular basis, till such time the event or information is resolved/closed, with relevant explanations.
- To consider such other events or information that may require disclosure to be made to the stock exchanges which are not explicitly defined in the Listing Regulations and determine the materiality, appropriate time and contents of disclosure for such matters.
- To disclose all events or information with respect to the subsidiaries which are material for the Company.

## **6. Obligations of Internal Stakeholders and Authorized Person for disclosure**

- Any event or information, including the information forming part of Annexure 1 and Annexure 2 to the Policy shall be forthwith informed to the Authorized Person(s) upon occurrence, with adequate supporting data/information, to facilitate a prompt and appropriate disclosure to the stock exchanges.
- The Authorized Person will then ascertain the materiality of such event(s) or information based on the above guidelines.
- On completion of the assessment, the Authorized Person shall, if required, make appropriate disclosure(s) to the stock exchanges.

## **7. Policy Review**

The Authorized Persons may review the Policy from time to time. Material changes to the Policy will need the approval of the Board. Should there be any inconsistency between the terms of the Policy and the Listing Regulations, the provisions of the Listing Regulations shall prevail.

Any amendments to the Listing Regulations shall mutatis mutandis be deemed to have been incorporated in this Policy.

## **8. Website**

As per the provisions of the Listing Regulations, the Policy shall be disclosed on the website of the Company. Further, the Company shall disclose on its website all such events or information which has been disclosed to stock exchange(s) under the Listing Regulations and such disclosures shall be made available on the website of the Company for a period of five years and thereafter as per the documentation retention and archival policy of the Company.

## **9. Company Secretary**

Questions or clarifications about the Policy or disclosures made by the Company should be referred to the Company Secretary, who is in charge of administering, enforcing and updating this Policy.

In any circumstance where the terms of this policy differ from any existing or newly enacted law, rule, regulation or standard governing the Company, the law, rule, regulation or standard will take precedence over these policies and procedures until such time as this policy is changed to conform to the law, rule, regulation or standard.

## ANNEXURE 1

### Indicative list of events to be disclosed under the Regulations

The following events should be disclosed immediately on occurrence. This is an inclusive list and shall act only as a guidance document.

### Events or information that are to be disclosed WITHOUT application of Materiality Guidelines listed in the Policy:

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

Explanation (1): For the purpose of this sub-para, the word '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 made under subclause of clause (ii) of the explanation to this sub-para and such change exceeds two per cent 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 sub-clause (iii) of clause (b) of Sub-para (II) of Para 4 of this policy.

Explanation (2): For the purpose of this sub-para, the word “sale or disposal of subsidiary” and “sale of stake in associate company” shall include

- a) an agreement to sell or sale of shares or voting rights in a company such that the company ceases to be a wholly owned subsidiary, a subsidiary or an associate company of the listed entity; or
- b) 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 sub-clause (iii) of clause (b) of Sub-para (II) of Para 4 of this policy.

Explanation (3)- For the purpose of this sub-paragraph, “undertaking” and “substantially the whole of the undertaking” shall have the same meaning as given under section 180 of the Companies Act, 2013.

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. Agreements [viz. shareholder agreement(s), joint venture agreement(s), family settlement agreement(s)] to the extent that it impacts management and control of the listed entity, [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.
5. 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.

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 of the listed entity, whether occurred within India or abroad.
7. Change in directors, key managerial personnel (Managing Director, Chief Executive Officer, Chief Financial Officer, Company Secretary etc.), Senior Management Auditor and Compliance Officer.
  - A. In case of resignation of the auditor of the listed entity, detailed reasons for resignation of auditor, as given by the said auditor, shall be disclosed by the listed entities to the stock exchanges as soon as possible but not later than twenty four hours of receipt of such reasons from the auditor.
  - B. Resignation of independent director including reasons for resignation:  
In case of resignation of an independent director of the listed entity, within seven days from the date of resignation, the following disclosures shall be made to the stock exchanges by the listed entities:
    - 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.
  - C. 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 by the listed entities within seven days from the date that such resignation comes into effect.
  - D. 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).
8. Appointment or discontinuation of share transfer agent.
9. Resolution plan/Restructuring in relation to loans/borrowings from banks/financial institutions including the following details:
  - (i) Decision to initiate resolution of loans/borrowings;
  - (ii) Signing of Inter-Creditors Agreement (ICA) by lenders;
  - (iii) Finalization of Resolution Plan;
  - (iv) Implementation of Resolution Plan;
  - (v) Salient features, not involving commercial secrets, of the resolution/restructuring plan as decided by lenders.
10. One time settlement with a bank.
11. Winding-up petition filed by any party / creditors.
12. 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 listed entity.
13. Proceedings of annual and extraordinary general meetings of the listed entity.
14. Amendments to memorandum and articles of association of listed entity, in brief.
15. 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 on financial results made by the listed entity to analysts or institutional investor.

16. The following events in relation to the corporate insolvency resolution process (“**CIRP**”) of a listed corporate debtor under the Insolvency & Bankruptcy Code, 2016 (“**Insolvency Code**”):
- i. Filing of application by the corporate applicant for initiation of CIRP, also specifying the amount of default;
  - ii. Filing of application by financial creditors for initiation of CIRP against the corporate debtor, also specifying the amount of default;
  - iii. Admission of application by the Tribunal, along with amount of default or rejection or withdrawal, as applicable;
  - iv. Public announcement made pursuant to order passed by the Tribunal under section 13 of Insolvency Code;
  - v. List of creditors as required to be displayed by the corporate debtor under regulation 13(2)(c) of the IBBI (Insolvency Resolution Process for Corporate Persons) Regulations, 2016;
  - vi. Appointment/ Replacement of the resolution professional;
  - vii. Prior or post-facto intimation of the meetings of committee of creditors;
  - viii. Brief particulars of invitation of resolution plans under section 25(2)(h) of Insolvency Code in the form specified under regulation 36A(5) of the IBBI (Insolvency Resolution Process for Corporate Persons) Regulations, 2016;
  - ix. Number of resolution plans received by resolution professional;
  - x. Filing of resolution plan with the tribunal;
  - xi. Approval of resolution plan by the tribunal or rejection, if applicable;
  - xii. Salient features, not involving commercial secrets, of the resolution plan approved by the tribunal, in such form as may be specified; and
  - xiii. Specific features and details of the resolution plan as approved by the Adjudicating Authority under the Insolvency Code, not involving commercial secrets, including details such as:
    - (a) Pre and Post net-worth of the company;
    - (b) Details of assets of the company post CIRP;
    - (c) Details of securities continuing to be imposed on the companies’ assets;
    - (d) Other material liabilities imposed on the company;
    - (e) Detailed pre and post shareholding pattern assuming 100% conversion of convertible securities;
    - (f) Details of funds infused in the company, creditors paid-off;
    - (g) Additional liability on the incoming investors due to the transaction, source of such funding etc.;
    - (h) Impact on the investor – revised P/E, RONW ratios etc.;
    - (i) Names of the new promoters, key managerial persons(s), if any and their past experience in the business or employment. In case where promoters are companies, history of such company and names of natural persons in control;
    - (j) Brief description of business strategy.
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:
- i. The fact of initiation of forensic audit along-with name of entity initiating the audit and reasons for the same, if available;
  - ii. 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.
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.

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:
- search or seizure; or
  - re-opening of accounts under section 130 of the Companies Act, 2013; or
  - investigation under the provisions of Chapter XIV of the Companies Act, 2013
  - along with the following details pertaining to the actions(s) initiated, taken or orders passed.
    - name of the authority;
    - nature and details of the action(s) taken, initiated or order(s) passed;
    - date of receipt of direction or order, including any ad-interim or interim orders, or any other communication from the authority;
    - details of the violation(s)/contravention(s) committed or alleged to be committed;
    - impact on financial, operation or other activities of the listed entity, quantifiable in monetary terms to the extent possible.
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:
- suspension;
  - imposition of fine or penalty;
  - settlement of proceedings;
  - debarment;
  - disqualification;
  - closure of operations;
  - sanctions imposed;
  - warning or caution; or
  - any other similar action(s) by whatever name called;
21. Voluntary revision of financial statements or the report of the board of directors of the listed entity under section 131 of the Companies Act, 2013.

**Note:** If the Company is not in a position to inform the stock exchanges within 24 hours of the decision taken at the Board Meeting, then it shall inform the stock exchanges as soon as it is possible with an explanation as to reason for delay in disclosing the said information.

Further, the following disclosures shall be made within 30 minutes of the outcome of the meeting of the Board where they considered:

- 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;
- Any cancellation of dividend with reasons thereof;
- The decision on buyback of securities;
- The decision with respect to fund raising proposed to be undertaken
- Increase in capital by issue of bonus shares through capitalization including the date on which such bonus shares shall be credited/dispatched;
- 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;
- Short particulars of any other alterations of capital, including calls;
- Financial results; and
- Decision on voluntary delisting by the Company from stock exchange(s).

Provided that in case of board meetings being held for more than one day, the financial results shall be disclosed within thirty minutes of end of the meeting for the day on which it has been considered.



## ANNEXURE 2

### Events or Information that are to be disclosed based on Materiality Guidelines listed in the Policy

1. Commencement or any postponement in the date of commencement of commercial production or commercial operations of any unit/division
2. Any of the following events pertaining to the listed entity:
  - (a) arrangements for strategic, technical, manufacturing, or marketing tie-up; or
  - (b) adoption of new line(s) of business; or
  - (c) closure of operation of any unit, division or subsidiary (in entirety or in piecemeal).
3. Capacity addition such as 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 projects 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 listed entity.
8. Pendency of any litigation(s) or dispute(s) or the outcome thereof which may have an impact on the listed entity.
9. Fraud/defaults employees of the listed entity which has or may have an impact on the listed entity.
10. Options to purchase securities including any ESOP/ESPS Scheme.
11. Giving of guarantees or indemnity or becoming a surety by whatever name called for any third party.
12. Granting, withdrawal, surrender, cancellation or suspension of key/material licenses or regulatory approvals.
13. Delay or default in the payment of fines, penalties, dues, etc. to any regulatory, statutory, enforcement or judicial authority

Any other information /event viz. 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.

Without prejudice to any of the above, the Company may make disclosures of event/information as specified by the Board or Securities Exchange Board of India from time to time.

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