



POLICY ON SUCCESSION PLANNING FOR BOARD AND SENIOR MANAGEMENT

aarvee engineering consultants limited

CONTENTS

1. INTRODUCTION

2. OBJECTIVE

3. SCOPE

4. POLICY OVERVIEW

5. POLICY REVIEW

6. DISCLOSURE

POLICY ON SUCCESSION PLANNING FOR BOARD AND SENIOR MANAGEMENT

1. INTRODUCTION

1.1. This Policy on Succession planning for the Board and Senior management (the “Policy”) of **Aarvee Engineering Consultants Limited** (the “Company”), is in line with the requirements of Regulation 17(4) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**LODR**”).

1.2. Regulation 17(4) of the LODR stipulates that the Board of Directors (the “**Board**”) of the Company shall satisfy itself that plans are in place for orderly succession appointment of the Board and the Senior Management.

1.3. The Company recognizes the importance of the succession planning process to provide for continuity in the smooth functioning of the organization. It is an essential function of the Board for survival, growth of the organization and to ensure its continued effective performance through leadership continuity.

1.4. Accordingly, in compliance with the aforesaid regulations, the Board of the Company, has adopted this Policy at its Meeting held on -----.

1.5. This Policy shall come into force from the date of listing of equity shares of the Company on the stock exchanges.

2. OBJECTIVE

The objective of the Policy is to define guidelines:

2.1. To ensure the Company is prepared with a plan to support operations and continuity of service when any member of the Board, Key Managerial Personnel, (as



defined under the Companies Act, 2013) ('KMP') or Senior Management leave their position from the organization.

2.2. To identify and nominate suitable candidates to fill vacancies which arise in the Board, KMP & Senior Management from time to time.

2.3. To ensure the systematic and long-term development of individuals in the senior management level to replace when the need arises due to death, disabilities, retirements and other unexpected occurrences.

3. SCOPE

The Policy shall be applicable for succession planning of the following:

3.1. Board

3.2. Whole Time Directors, Managing Director, Chief Executive Officer, and other KMP

3.3. Senior Management (means persons who are part of the core management team, excluding the Board, and shall comprise of members of management one level below the chief executive officer, managing director, whole time director, manager (including the chief executive officer/ manager in case they are not part of the Board) and shall specifically include the company secretary and chief financial officer).

4. POLICY OVERVIEW

Succession Planning for the Board and Senior Management will be governed by the Nomination & Remuneration Committee (the '**Committee**')

4.1. The Committee shall periodically review and consider the list of KMP & Senior Managerial Personnel due for retirement or expected attrition within the year.

4.2. The Committee shall consider any new vacancies that may arise because of business needs or restructuring of functions/departments. The Committee shall review the possibility of extension of any members due for retirement, based on the health, and



the person's willingness to continue for an extended term and forward such cases to the Board for its approval.

4.3. The Committee shall evaluate suitable candidates for the vacant positions internally as well as externally on the basis of the criteria such as job role, experience, leadership qualities, competencies, etc. The Committee shall ensure to maintain the diversity as defined in the Policy of Board Diversity.

4.4. Recommendations for the necessary appointment and succession shall be placed before the Board for approval.

4.5. In the event of any emergency like death or other unanticipated occurrence with respect to any KMP or Senior Management, suitable person identified by the shall take interim charge of the position, pending the formal appointment in terms of the succession plan.

4.6. In addition to the above, the appointment of Board, KMP or Senior Management to be made in compliance with all applicable provisions of the SEBI LODR Regulations and the Companies Act, 2013.

5. POLICY REVIEW

5.1. The Board shall review the Policy periodically and if required, will make suitable changes in the Policy keeping in view the regulatory changes or changes due to business environment. The Board has the power to replace this Policy entirely with a new Policy on recommendation by Nomination and Remuneration Committee.

5.2. Managing Director/ any other person so authorized by the Board from time to time shall be empowered to update the Policy in line with regulatory requirement and



make suitable changes in the existing Policy subject to approval of Nomination and Remuneration Committee.

- 5.3. In case of any amendment(s), clarification(s), circular(s) etc. issued by the relevant authorities, not consistent with the provisions laid down under this Policy, then such amendment(s), clarification(s), circular(s), etc. shall prevail and this Policy shall stand amended to that extent.

6. RESPONSIBILITY

The Group HR Head will be responsible for administration and compliance of this Policy.

7. DISCLOSURE

The Company shall make such disclosures on its website at <https://aarvee.com/>, Annual Report and at such other places as may be required under the Act and LODR as amended from time to time and such Acts, Rules and Regulations as may be applicable on the Company from time to time including any amendments thereto.

----X----