



Redefining Business Services

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Our Values: happy people | clear purpose | better everyday | do good | balance all

1. Name, Objective and Term of the Plan

1.1 This Employee Stock Option Plan shall be called Updater Employee Stock Option Plan 2022 - Second ("ESOP 2022-Second" / "Plan-Second").

1.2 The objective of the ESOP 2022-SECOND is to reward the Employees for association, dedication and contribution to the goals of the Company. The Company intends to use this Plan to attract and retain key talents working with the Company and its Subsidiary Companies by way of rewarding their performance and motivate them to contribute to the overall corporate growth and profitability. The Company views Employee Stock Options as instruments that would enable the Employees to get a share in the value they create for the Company in the years to come.

1.3 ESOP 2022-SECOND will be established with effect from the date on which the Shareholders have approved the Plan by way of a special resolution and shall continue to be in force until earlier of: i. The date all the Options reserved under the Plan are granted and exercised; or ii. The date of termination, if any, of the Plan.

1.4 The Board of Directors or the Nomination and Remuneration Committee of Board, as authorised, may, subject to compliance with Applicable Laws, at any time alter, amend, suspend or terminate the ESOP 2022-SECOND. The Nomination and Remuneration Committee of the Board of Directors of the Company (by whatever name called) duly constituted in terms of Section 178 of the Companies Act, 2013 and Regulation 19 of the Securities and Exchange Board of India (Listing Obligations and Disclosures Requirements) Regulations, 2015 ("Listing Regulations") shall act as the Compensation Committee for administration of ESOP 2022-SECOND.

1.5 This document is not intended to provide any legal or taxation advice to the Option Grantee of ESOP 2022-SECOND and such Employee should consult their own tax advisors before accepting the grant and / or vesting of the Equity Shares under the ESOP 2022-SECOND Plan.

2. Definitions and Interpretation

2.1 Definitions

i. "Agreement" means the Employee Stock Option Agreement, if any, entered in to between the Company and Employee, evidencing the terms and conditions of Options granted under ESOP 2022-SECOND. The Agreement is subject to the conditions of ESOP 2022-SECOND.

ii. "Applicable Law" means every law relating to Employee Stock Options, to the extent applicable, including and without limitation to the Companies Act, Securities and Exchange Board of India Act, 1992, Securities and Exchange Board of India (Share Based Employee Benefits and Sweat Equity) Regulations, 2021, as amended and re-enacted from time to time and includes any clarifications or circulars issued there under ("SEBI SBEB Regulations"), and all relevant tax, securities, exchange control or corporate laws of India, or amendments thereof or of any relevant jurisdiction or of any Recognised Stock Exchange on which the Shares are listed or quoted.

iii. "Board" means the Board of Directors of the Company.

iv. "Companies Act" means the Companies Act, 2013 and rules made thereunder and include any statutory modifications or re-enactments thereof.



v. "Company" means "Updater Services Limited (CIN: U74140TN2003PLC051955), a company incorporated under the provisions of the Companies Act, 1956, having its registered office at "2/302-A, UDS Salai, Off Old Mahabalipuram Road, Thoraipakkam, Chennai 600097.

vi. "Company Policies / Terms of Employment" means the Company's policies for employees and the terms of employment as contained in the employment letter / contract / Company intranet and the Company handbook, which includes provisions for securing confidentiality, non-compete and non-poaching of other Employees and customers. Policies / Terms of Employment of the Subsidiary Company as regard an Option Grantee on the payrolls of such Subsidiary Company shall be deemed to be "Company Policies / Terms of Employment" for such Option Grantee.

vii. "Compensation Committee" means the Committee constituted / reconstituted by the Board of Directors of the Company from time to time, by whatever name called, as per the requirements of Applicable Laws, to administer and supervise the ESOP 2022-SECOND and other employee benefit plans, if any, comprising of such members of the Board as provided under Regulation 19 of the Listing Regulations, as amended from time to time, and having such powers as specified under the SEBI SBEB Regulations read with powers specified in this ESOP 2022-SECOND and is deemed to include the Nomination and Remuneration Committee authorised by the Board in this behalf. The Nomination and Remuneration Committee of the Board of Directors of the Company shall act as the Compensation Committee for the purposes of ESOP 2022-SECOND.

viii. "Director" means a member of the Board of the Company.

ix. "Eligibility Criteria" means the criteria as may be determined from time to time by the Nomination and Remuneration Committee for granting the Employee Stock Options to the employees.

x. "Employee" means

(i) an employee as designated by the Company, who is working in India or out of India; or

(ii) a Director of the Company, whether a whole time Director or not; or

(iii) an employee as defined in sub-clause (i) or (ii) above of a Subsidiary Company(ies), in India or abroad, of the Company but does not include:

a. an employee / Director who is a Promoter or a person belonging to the Promoter Group;

b. a Director who either by himself or through his relatives or through any body corporate, directly or indirectly, holds more than 10% of the issued and subscribed Equity Shares of the Company; and

c. any other Independent Director within the meaning of the Companies Act and / or Listing Regulations, as amended from time to time.

xi. "Employee Stock Option" means the option granted to an Employee, which gives such Employee the right, but not an obligation, to purchase at a future date the Shares underlying the option at a pre-determined price.

xii. "Equity Shares" means fully paid-up Equity Shares of the Company having a face value of Rs.10/- (Rupees Ten Only) each.

xiii. "ESOP 2022-SECOND" means the Employee Stock Option Plan 2022-Second under which the Company is authorised to grant Employee Stock Options to the Employees.



xiv. "Exercise" means making of an application by an Employee to the Company for issue of Equity Shares, as the case may be, against Vested Options in pursuance of the ESOP 2022-SECOND, in accordance with the procedure laid down by the Company for such exercise.

xv. "Exercise Period" means such time period after Vesting within which the Employee should exercise the Options vested in him in pursuance of the ESOP 2022-SECOND.

xvi. "Exercise Price" means the price payable by an Employee in order to exercise the Options granted to him in pursuance of the ESOP 2022-SECOND.

xvii. "Grant" means issue of the Options to the Employees under the ESOP 2022-SECOND.

xviii. "Independent Director" means a Director within the meaning of Section 149(6) of the Companies Act read with Regulation 16(1)(b) of the Listing Regulations.

xix. "Misconduct" means any of the following acts or omissions by an Employee in addition to any provisions prescribed in the offer or terms of employment amounting to violation or breach of terms of employment as determined by the Committee after giving the Employee an opportunity of being heard:

- (i) dishonest statements or acts of an Employee, with respect to the Company;
- (ii) any misdemeanour involving moral turpitude, deceit, dishonesty or fraud committed by the Employee;
- (iii) gross negligence, misconduct or insubordination of the Employee in connection with the performance of his duties and obligations towards the Company;
- (iv) breach by the Employee of any terms of his employment agreement or the Company's policies or other documents or directions of Company;
- (v) participating or abetting a strike in contravention of any law for the time being in force;
- (vi) misconduct as provided under the labour laws after following the principles of natural justice;
- (vii) committing of any act warranting summary termination under law;
- (viii) being convicted of any criminal offence; and
- (ix) Any other act or omission not included above, but defined as misconduct in the Company's rules or Employee handbook and / or employment agreement and/or appointment letter.

xx. "Option" means Employee Stock Option within the meaning of this Plan.

xxi. "Option Grantee" means an Employee who has been granted an Employee Stock Option in pursuance of the ESOP 2022-SECOND and deemed to include a beneficiary being the legal heir or nominee of such Option Grantee upon his eventual death while in employment or service.

xxii. "Permanent Incapacity" means any incapacity of whatsoever nature, be it physical, mental or otherwise, which incapacitates or prevents or handicaps an Employee from performing any specific job, work or task which the said Employee was capable of performing immediately before such disablement, as determined by the Nomination and Remuneration Committee based on a certificate of a medical expert identified by the Company.



xxiii. "Promoter" shall have the same meaning as assigned to the term under the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations, 2018 ("SEBI ICDR Regulations").

xxiv. "Promoter Group" shall have the same meaning assigned to the term under the SEBI ICDR Regulations. Provided that where the Promoter or Promoter Group of the Company is a body corporate, the Promoters of that body corporate shall also be deemed to be Promoters of the Company.

xxv. "Retirement" means retirement as per the rules of the Company or any of its direct or indirect Subsidiary Company.

xxvi. "Plan" means ESOP 2022-SECOND within the meaning of this Employee Stock Option Plan 2022-Second.

xxvii. "Shares" means Equity Shares of the Company within the meaning of this Plan.

xxviii. "Recognised Stock Exchange" means National Stock Exchange of India Limited ("NSE"), BSE Limited ("BSE"), or any other recognised stock exchange in India on which the Company's Shares are listed or to be listed in future.

xxix. "Subsidiary Company" means a company which is a subsidiary company of the Company within the meaning of the Companies Act.

xxx. "Unvested Option" means an Option in respect of which the relevant Vesting Conditions have not been satisfied and as such, the Option Grantee has not become eligible to exercise the Option.

xxxi. "Vesting" means earning by the Option Grantee, of the right to Exercise the Options granted to him in pursuance of the ESOP 2022-SECOND.

xxxii. "Vesting Condition" means any condition subject to which the Options granted would vest in an Option Grantee.

xxxiii. "Vesting Period" means the period during which the vesting of the Employee Stock Option granted to the Employee, in pursuance of ESOP 2022-SECOND takes place.

xxxiv. "Vested Option" means an Option in respect of which the relevant Vesting Conditions have been satisfied and the Option Grantee has become eligible to exercise the Option.

2.2 Interpretation

In this Plan, unless the contrary intention appears:

- i. the clause headings are for ease of reference only and shall not be relevant to interpretation;
- ii. a reference to a clause number is a reference to its sub-clauses;
- iii. words in singular number include the plural and vice versa;
- iv. words importing a gender include any other gender; and
- v. a reference to a Schedule includes a reference to any part of that Schedule which is incorporated by reference.

Words and expressions used and not defined herein but defined in the Securities and Exchange Board of India Act, 1992 (15 of 1992), the Securities Contracts (Regulation) Act, 1956 (42 of 1956) or



the Companies Act, and any statutory modification or reenactment thereto, shall have the meanings respectively assigned to them in those legislation.

3. Authority

3.1 The Nomination and Remuneration Committee, the Board and the Shareholders shall resolve to issue to the Employees under ESOP 2022-SECOND, not exceeding 1,50,000 (One Lakh Fifty Thousand) Employee Stock Options convertible in to not more than 1,50,000 (One Lakh Fifty Thousand) Shares having a face value of Rs.10/- (Rupees Ten Only) each fully paid-up, with each such Option conferring a right upon the Employee to be issued one Share of the Company, in accordance with the terms and conditions of such issue.

3.2 The maximum number of Options that shall be granted to each Employee shall vary depending upon the designation and the appraisal / assessment process, however shall not exceed 1,50,000 (One Lakh Fifty Thousand) per eligible Employee, however the Nomination and Remuneration Committee reserves the right to decide the number of Options to be granted and the maximum number of Options that can be granted to each Employee within this ceiling.

3.3 Where Shares are allotted consequent upon Exercise of an Employee Stock Option under the ESOP 2022-SECOND, the maximum number of Shares that can be allotted under ESOP 2022-SECOND as referred to in sub-clause 3.1 above shall stand reduced to the extent of such Shares allotted.

3.4 If an Option expires, lapses or becomes un-exercisable due to any reason, it shall be brought back to the Options pool and shall become available for future grants, subject to compliance with the provisions of the Applicable Laws.

3.5 In case of a share split where the face value of the Shares of the Company is reduced below Rs.10/-, the maximum number of Shares available for being granted under ESOP 2022-SECOND shall stand modified accordingly, so as to ensure that the cumulative face value (number of shares X face value per share) prior to such split remains unchanged after the share split. Thus, for instance, if the face value of each Equity Share is reduced to Re.1/-, the total number of Shares available under ESOP 2022-SECOND would be 15,00,000 Equity Shares of Re.1/- each.

3.6 In case of a share consolidation where the face value of the Shares of the Company is increased above Rs.10/-, the maximum number of Shares available for being granted under ESOP 2022-SECOND shall stand modified accordingly, so as to ensure that the cumulative face value (number of shares X face value per share) prior to such consolidation remains unchanged after the share consolidation. Thus, for instance, if the face value of each Equity Share is increased to Rs.100/-, the total number of Shares available under ESOP 2022-SECOND would be 15,000 Equity Shares of Rs.100/- each.

3.7 Prior approval of the shareholders of the Company in the general meeting by passing special resolution shall be obtained in case the Grant of the Options to any identified Employee, in any one financial year, is equal to or exceeding 1% (one percent) of the issued capital (excluding outstanding warrants and conversions) of the Company at the time of Grant of the Option.

4. Administration

4.1 The ESOP 2022-SECOND shall be administered by the Nomination and Remuneration Committee. All questions of interpretation of the ESOP 2022-SECOND shall be determined by the Nomination and Remuneration Committee and such determination shall be final and binding upon all persons having an interest in the ESOP 2022-SECOND.



4.2 Neither the Nomination and Remuneration Committee nor any of its members shall be liable for any actions taken in good faith for the implementation of the ESOP 2022-SECOND.

4.3 The Nomination and Remuneration Committee shall in accordance with this Plan and Applicable Laws determine the following:

- a. The Eligibility Criteria for grant of Employee Stock Options to the Employees;
- b. The quantum of Employee Stock Options to be granted under the ESOP 2022-SECOND per Employee subject to ceiling specified in sub-clause 3.2;
- c. Terms and conditions in respect of grant to, vest in and exercise of Options (including determining exercise period) by the Employees which may be different for different class / classes of the Employees falling in the same tranche of grant of the Options issued under ESOP 2022-SECOND and that Option would lapse on failure to exercise the Option within the Exercise Period;
- d. The procedure for making a fair and reasonable adjustment in case of corporate actions such as merger, sale of division, stock split, stock consolidation, rights issues, bonus issues and others.
- e. The procedure and terms for the Grant, Vest and Exercise of Employee Stock Options in case of employees who are on long leave;
- f. The procedure for Vesting in case of termination of employment or resignation, if required;
- g. the procedure for buy-back of the Options granted under the ESOP 2022-SECOND if to be undertaken at any time by the Company, and the applicable terms and conditions, including:
 - permissible sources of financing for buy-back,
 - any minimum financial thresholds to be maintained by the Company as per its last financial statements, and
 - limits upon quantum of Options that the Company may buy-back in a financial year;
- h. the procedure for funding for Exercise of Options, as permitted under the Applicable Laws; and
- i. Approve forms, writings and / or agreements for use in pursuance of the ESOP 2022-SECOND.

4.4 The Company shall frame policies and procedures to ensure that there is no violation of securities laws, as amended from time to time, including Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 and Securities and Exchange Board of India (Prohibition of Fraudulent and Unfair Trade Practices Relating to the Securities Market) Regulations, 2003 by the Company, Subsidiary Company, and the Employees, as applicable. The Option Grantees shall adhere to such policies and procedures in respect to exercise of options under the Scheme.

5. Eligibility and Applicability

5.1 Only the Employees within the meaning of this Plan are eligible for being granted Stock Options under ESOP 2022-SECOND. The specific Employees to whom the Stock Options would be granted and their Eligibility Criteria would be determined by the Nomination and Remuneration Committee.

5.2 The Plan-Second shall be applicable to the Company, its Subsidiary Companies in India or outside India, and any successor company thereof and may be granted to the Employees and Directors of the Company, that of its Subsidiary Companies, as determined by the Compensation Committee at its own discretion.



6. Grant and Acceptance of Grant

6.1 Grant of Options

Each Grant under this ESOP 2022-SECOND shall be made in writing by the Company to the eligible Employees fulfilling the Eligibility Criteria in a letter of Grant as may be approved under the ESOP 2022-SECOND from time to time.

6.2 Acceptance of the Grant

- a. Any Employee who wishes to accept the Grant made under this ESOP 2022-SECOND must deliver to the Company a duly signed acceptance of the letter of Grant on or before the date ("Closing Date") which shall not be more than 60 (Sixty) days from the date of the Grant, as specified in the letter of Grant. On receipt by the Company of the signed acceptance, the Employee will become an Option Grantee.
- b. Any Employee who fails to deliver the signed acceptance of the letter of Grant on or before the Closing Date stated above shall be deemed to have rejected the Grant unless the Nomination and Remuneration Committee determines otherwise.
- c. Upon acceptance of the Grant in the manner described above, the Employee henceforth as a Grantee, shall be bound by the terms, conditions and restrictions of the ESOP 2022-SECOND and the Grant document. The Grantee's acceptance of the Grant of Options under the ESOP 2022-SECOND, within the time period provided, shall constitute an agreement between the Grantee and the Company as to the terms of this ESOP 2022-SECOND and the Grant document.

7. Vesting Schedule and Vesting Conditions

7.1 Options granted under this Plan would Vest not earlier than minimum Vesting Period of 1 (One) year and not later than maximum Vesting Period of 2 (Two) years from the date of the Grant of such Options.

7.2 Options granted under ESOP 2022-SECOND would vest as under:

- 100% Options would vest at the end of first year from the date of the Grant of such Options

(or)

- 50% Options would vest at the end of first year from the date of the Grant of such Options and Balance 50% Options would vest at the end of second year from the date of the Grant of such Options

as the case may be which shall be specified in the Grant letter.

Provided further that in the event of death or Permanent Incapacity, the minimum vesting period of One (1) year shall not be applicable and in such instances, the Options shall vest on the date of death or Permanent Incapacity.

7.3 Vesting of the Options as mentioned above, would generally be subject to continued employment/Directorship with the Company or Subsidiary Company as the case may be and if the Employee/Director has not served any notice of resignation, except for Vesting of the Options which are granted for past performance in which case continued employment/Directorship with the Company/Subsidiary Company shall not be a pre-condition. Also in the case of Vesting of the Options which are granted exclusively based on performance, continued employment/Directorship with the



Company/Subsidiary Company shall not be a pre-condition if the achievement of performance happens before the date of vesting. In any case the Options would vest on completion of the vesting period. In addition to whatever stated above, the Options shall vest subject to the achievement of the Vesting Conditions outlined in the document(s) given to the Option Grantee at the time of grant of Options. Apart from the above, the Nomination and Remuneration Committee may also specify certain performance parameters, detailed terms and conditions relating to such performance based vesting, the proportion in which the options granted would vest and / or lock in period subject to which the Options would vest.

7.4 The specific vesting schedule and conditions subject to which vesting would take place would be outlined in the document(s) given to the Option Grantee at the time of grant of Options.

7.5 Vesting of the Options in case of Employees on long leave

The period of leave shall not be considered in determining the Vesting Period in the event the Employee is on a sabbatical. In all other events including approved earned leave and sick leave, the period of leave shall be included to calculate the Vesting Period unless otherwise determined by the Nomination and Remuneration Committee.

7.6 Acceleration of Vesting in certain cases

Subject to elapse of minimum Vesting Period of 1 (one) year from the date of Grant:

- (i) The Committee shall have the power to accelerate Vesting of any or all Unvested Options at its sole discretion.
- (ii) The Options remaining unvested as on date of meeting of the Committee considering the proposal for such acceleration, may at the discretion of the Board be deemed to vest with effect from that date or from such other date as the Committee may determine.

8. Exercise

8.1 Exercise Price:

a. The Exercise Price shall be Rs.300/-(Rupees Three Hundred only) per option/share.

b. Payment of the Exercise Price shall be made by a crossed cheque or a demand draft drawn in favour of the Company or by way of electronic payment like NEFT, RTGS, IMPS, etc., or in such other manner and subject to such procedures as the Nomination and Remuneration Committee may decide but not in cash.

8.2 Exercise Period:

a. While in employment:

i. The Exercise period would commence from the date of vesting and will expire on completion of 2 (Two) years from the date of respective vesting or such other period as may be decided by the Nomination and Remuneration Committee, from time to time.



ii. For the duly completed and valid exercise applications received up to the end of each month, the Company shall allot Equity Shares in a dematerialised mode, by the end of the subsequent month.

b. Exercise Period in case of separations: Subject to the maximum Exercise Period approved by the Shareholders of the Company from the date of vesting of the Options, the Options can be exercised as per provisions outlined below:

S. No.	Events of separation	Vested Options	Unvested Options
1	Resignation / termination (other than due to Misconduct)	All the Vested Options as on date of resignation/ termination shall be exercised by the Option Grantee within a period of 2 years from the date of vesting.	All the Unvested Options as on date of resignation/ termination shall stand cancelled with effect from date such resignation/ termination in the case of tenure based vesting. In the case of Unvested Options granted for past performance, the Unvested Options shall vest as per clause 7.3. In the case of Unvested Options granted exclusively based on performance, the Unvested Options shall vest as per clause 7.3.
2	Termination due to Misconduct	All the Vested Options at the time of such termination shall stand cancelled with effect from the date of such termination.	All the Unvested Options at the time of such termination shall stand cancelled with effect from the date of such termination.



3	Retirement	All the Vested Options as on date of Retirement shall be exercised by the Option Grantee within a period of 2 years from the date of vesting.	All Unvested Options on the date of Retirement shall stand cancelled with effect from date of Retirement.
4	Death	All the Vested Options as on date of death shall be exercised by the nominee or legal heir of the Option Grantee within a period of 2 years from the date of vesting.	All the Unvested Options as on the date of death shall be deemed to vest immediately and may be exercised as per provisions applicable for Vested Options.
5	Permanent Incapacity	All the Vested Options as on date of Permanent Incapacity can be exercised by the Option Grantee within a period of 2 years from the date of vesting.	All the Unvested Options as on the date of incurring such disability shall be deemed to vest immediately and may be exercised as per provisions applicable for Vested Options.
6	Abandonment of employment	All the Vested Options shall stand cancelled with effect from such date as determined by the Committee.	All Unvested Options shall stand cancelled with effect from such date as determined by the Committee.
7	Termination due to reasons apart from those mentioned above	The Committee shall decide whether the Vested Options as on that date can be settled or not, and such decision shall be final.	All Unvested Options on the date of such termination shall stand cancelled unless otherwise required by Applicable Laws or as decided by the Committee.

8.3 The Options shall be deemed to have been exercised when an Employee makes an application in writing to the Company or by any other means as decided by the Nomination and Remuneration Committee, for the issuance of the Equity Shares against the Options vested in him, subject to the Applicable Laws.



8.4 The Options not exercised within the Exercise Period shall lapse and the Employee shall have no right over such lapsed or cancelled Options.

8.5 In the event of transfer of an Option Grantee from the Company to the Subsidiary Company or from one position to another, the Unvested Options as on the date of transfer, will continue to vest as per the original vesting schedule and capable of being exercised by the Option Grantee subject to the compliance with the Applicable Laws.

9. Lock-in

9.1 The Shares issued upon exercise of the Options shall be freely transferable and shall not be subject to any lock-in period restriction after such allotment and credit to the respective demat account; however the same shall be subject to such restrictions as may be prescribed under Applicable Laws including the Company's Code of Conduct to regulate, monitor and report trading by insiders, under the Securities and Exchange Board of India (Prohibition of Insider Trading), Regulations, 2015, as amended. Provided that the Shares allotted on such Exercise cannot be sold, transferred or alienated in any manner during such period as required under the terms of Code of Conduct for Prevention of Insider Trading of the Company framed under Securities Exchange Board of India (Prohibition of Insider Trading), Regulations, 2015.

10. Exit route in case of de-listing

10.1 If the Company gets de-listed from all the Recognised Stock Exchanges, then the Board shall have the powers to set out the terms and conditions for the treatment of the Vested Options and the Unvested Options in due compliance of the Applicable Laws and not being detrimental to the Option Grantees.

11. Other Terms and Conditions

11.1 The Employee shall not have a right to receive any dividend or to vote or in any manner enjoy the benefits of a Shareholder in respect of the Employee Stock Options granted, till Shares underlying such Employee Stock Options are allotted by the Company on exercise of such Employee Stock Options.

11.2 Nothing herein is intended to or shall give the Option Grantee any right or status of any kind as a shareholder of the Company (for example, bonus shares, rights shares, dividend, voting, etc.) in respect of any Options / Shares covered by the Grant unless the Option Grantee Exercises the Employee Stock Option and becomes a registered holder of the Shares of the Company.

11.3 The Employee Stock Option shall not be pledged, hypothecated, mortgaged or otherwise alienated in any other manner.

11.4 If the Company issues bonus shares or rights shares, the Option Grantee shall not be eligible for the bonus or rights shares in the capacity of an Option Grantee. However, an adjustment to the number of Options or the Exercise Price or both would be made in accordance with clause 4.3(d) of ESOP 2022-SECOND.

11.5 Employee Stock Options shall not be transferable to any person except in the event of death of the Option Grantee, in which case the provisions in table under sub-clause 8.2(b) would apply.

11.6 No person other than the Employee to whom the Employee Stock Option is granted shall be entitled to Exercise the Employee Stock Option except in the event of the death of the Option Grantee, in which case the provisions in table under sub-clause 8.2(b) would apply.



12. Taxation

12.1 The liability of paying taxes, if any, in respect of the Employee Stock Options granted pursuant to this Plan and the Shares issued pursuant to exercise thereof shall be entirely on the Option Grantee and shall be in accordance with the provisions of the Income Tax Act, 1961 read with rules issued thereunder and / or Income Tax Laws of respective countries as applicable to the eligible Employees of the Company's Subsidiary Companies abroad.

12.2 The Company shall have the right to deduct from the Employee's salary or recover any tax that is required to be deducted or recovered under the Applicable Laws. In case of non-continuance of employment, the outstanding amount of the tax shall be recovered fully on or before full and final settlement.

12.3 The Company shall have no obligation to deliver the Shares until the Company's tax deduction obligations, if any, have been satisfied by the Option Grantee in full.

13. Authority to vary terms

13.1 Subject to prior approval of the shareholders' of the Company by way of a special resolution and the Applicable Laws, the Nomination and Remuneration Committee may at any time amend, alter, vary the terms of the Plan subject to the condition that such amendment, alteration, or variation, as the case may be is not detrimental to the interest of the Employees. Provided that the Company shall be entitled to vary the terms of the Plan to meet any regulatory requirement without seeking the shareholders' approval by way of a special resolution.

13.2 The Company may also re-price the Options which are not exercised, whether or not they have vested, if the Plan is rendered unattractive due to fall in the value of the Shares, provided that the Company ensures that such re-pricing shall not be detrimental to the interest of the Option Grantee and approval of the shareholders by way of a special resolution has been obtained for such re-pricing.

Miscellaneous

14.1 Government Regulations

The ESOP 2022-SECOND shall be subject to all Applicable Laws to the extent applicable. The Grant of the Options and allotment of the Shares to the Employees under ESOP 2022-SECOND shall be subject to the Company requiring the Employees to comply with all Applicable Laws.

14.2 Inability to obtain authority

The inability of the Company to obtain approval / authority from any regulatory body having jurisdiction over the Company, or under any Applicable Laws, for the lawful allotment and issuance of any Shares hereunder shall relieve and wholly discharge the Company of any and all liability in respect of such inability.

14.3 Neither the existence of this Plan nor the fact that an individual has on any occasion been granted an Employee Stock Option shall give such individual any right, entitlement or expectation that he has or shall in future have any such right, entitlement or expectation to participate in this Plan by being granted an Employee Stock Option on any other occasion.

14.4 The rights granted to an Option Grantee upon the grant of an Employee Stock Option shall not afford the Option Grantee any rights or additional rights to compensation or damages in



consequence of the loss or termination of his office or employment with the Company for any reason, whatsoever (whether or not such termination is ultimately held to be wrongful or unfair).

14.5 The Option Grantee shall not be entitled to any compensation or damages for any loss or potential loss which he may suffer by reason of being unable to exercise an Employee Stock Option in whole or in part.

14.6 Participation in ESOP 2022-SECOND shall not be construed as any guarantee of return on equity investment. Any loss due to fluctuations in the market price of the Shares and the risks associated with the investments are that of the Employee alone.

15. Accounting and Disclosures

15.1 The Company shall follow the laws / regulations applicable to accounting and disclosure related to the Employee Stock Options and Accounting Standard IND AS 102 on Share based payments and / or any relevant accounting standards as may be prescribed by the Central Government in terms of Section 133 of the Companies Act and / or any relevant Accounting Standards as may be prescribed by the Institute of Chartered Accountants of India ("ICAI") from time to time, including the disclosure requirements prescribed therein, in compliance with relevant provisions of Regulation 15 of SEBI SBEB Regulations.

15.2 The Company shall disclose details of Grant, Vest, Exercise and lapse of the Employee Stock Options in the Directors' Report or in an annexure thereof as prescribed under SEBI SBEB Regulations or any other Applicable Laws as in force.

Certificate from Secretarial Auditors

16.1 The Board shall at each annual general meeting place before the Shareholders a certificate from the Secretarial Auditors of the Company that the Plan has been implemented in accordance with the SEBI SBEB Regulations and in accordance with the resolution of the Company in the general meeting.

17. Governing Laws

17.1 The terms and conditions of the ESOP 2022-SECOND shall be governed by and construed in accordance with the Applicable Laws including the Foreign Exchange Laws mentioned below.

17.2 Foreign Exchange Laws

In case any Employee Stock Options are granted to any Employee being resident outside India belonging to the Company or to any Subsidiary Company/ies of the Company setup outside India, the provisions of the Foreign Exchange Management Act, 1999 and Rules or Regulations made thereunder as amended and enacted from time to time shall be applicable and the Company has to comply with such requirements as prescribed from time to time in connection with Grant, Vest, Exercise of Employee Stock Options and allotment of Equity Shares thereof.

18. Notices

18.1 All notices of communication required to be given by the Company to an Option Grantee by virtue of the ESOP 2022-SECOND shall be in writing. The communications shall be made by the Company in any one or more of the following ways:

(i) Sending communication(s) to the address of the Option Grantee available in the records of the Company; or



(ii) Delivering the communication(s) to the Option Grantee in person with acknowledgement of receipt thereof; or

(iii) Emailing the communication(s) to the Option Grantee at the official email address provided, if any, by the Company to the existing / prospective Option Grantee during the continuance of the employment or at the email address provided by the Option Grantee after cessation of employment.

18.2 Any communication to be given by an Option Grantee to the Company in respect of ESOP 2022-SECOND shall be sent to the person at the address mentioned below or by email:

Contact Person : Head-HR

Address : 2/302-A, UDS Salai, Off Old Mahabalipuram Road, Thoraipakkam, Chennai 600097

Email :

19. Jurisdiction

19.1 The Courts in Chennai, Tamilnadu, India shall have jurisdiction in respect of any and all matters, disputes or differences arising in relation to or out of this ESOP 2022-SECOND.

19.2 Nothing in this Clause shall however limit the right of the Company to bring proceedings against any Employee in connection with this ESOP 2022-SECOND:

(i) in any other court of competent jurisdiction; or

(ii) concurrently in more than one jurisdiction.

20. Severability

20.1 In the event any one or more of the provisions contained in this Plan shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the other provisions of this Plan in which case the Plan shall be construed as if such invalid, illegal, or unenforceable provisions had never been set forth herein, and the Plan shall be carried out as nearly as possible according to its original intent and terms.

21. Confidentiality

21.1 An Option Grantee must keep the details of the ESOP 2022-SECOND and all other documents in connection thereto strictly confidential and must not disclose the details with any of his peers, colleagues, co-employees or with any employee and / or associate of the Company or that of its affiliates. In case Option Grantee is found in breach of this clause on confidentiality, the Company has undisputed right to terminate any Agreement and all unexercised Options shall stand cancelled immediately. The decision and judgment of the Company regarding breach of this clause on confidentiality shall be final, binding and cannot be questioned by the Option Grantee. In case of non-adherence to the provisions of this clause, the Board shall have the authority to deal with such cases as it may deem fit.

21.2 On acceptance of the Grant of the Option offered by the Company, it shall be deemed that the Option Grantee has authorised the Company to disclose information relating to the Option Grantee during the process of implementation of the Plan or while availing any consulting or advisory services thereof or any other incidental services to its officers, professional advisors, agents and consultants on a need to know basis.

