

Risk Management Policy of Hicrotec India Private Limited

1.0 Background and Context Applicability:

This document lays down the framework of Risk Management at the Hicrotec India Private Limited. This document shall be under the authority of the Board of Directors of the Company. It seeks to identify risks inherent in any business operations of the Company and provides guidelines to define, measure, report, control and mitigate the identified risks.

2.0 Objective:

The objective of Risk Management at Hicrotec India Private Limited is to create and protect shareholder value by minimizing threats or losses and identifying and maximizing opportunities. An enterprise wide risk management framework is applied so that effective management of risks is an integral part of every employee's job.

3.0 Key Compliance Requirements:

Section 134: The Board of Directors report must include a statement indicating development and implementation of a risk management policy for the company including identification of elements of risk, if any, which in the opinion of the Board may threaten the existence of the company.

Section 177(4): Every Audit Committee shall act in accordance with the terms of reference specified in writing by the Board which shall, inter alia, include, —
(vii) evaluation of internal financial controls and risk management systems.

4.0 Independent Personnel - Role and functions:

The independent personnel shall:

- a. help in bringing an independent judgment to bear on the Board's deliberations especially on issues of strategy, performance, risk management, resources, key appointments, and standards of conduct.
- b. satisfy themselves on the integrity of financial information and that financial controls and the systems of risk management are robust and defensible.

5.0 Role of Audit Committee

The role of the Audit Committee shall include the following:

Evaluation of internal financial controls and risk management systems;

- a. The company shall lay down procedures to inform Board members about the risk assessment and minimization procedures.
- b. The Board shall be responsible for framing, implementing, and monitoring

- the risk management plan for the company.
- c. The company shall also constitute a Risk Management Committee. The Board shall define the roles and responsibilities of the Risk Management Committee and may delegate monitoring and reviewing of the risk management plan to the committee and such other functions as it may deem fit.
 - d. Information to be placed before Board of Directors every Quarter.

6.0 RISK MANAGEMENT:

Risk management by and large involves reviewing the operations of the organization followed by identifying potential threats to the organization and the likelihood of their occurrence, and then taking appropriate actions to address the most likely threats.

The risk management process involves identifying the risks an organization is subject to, deciding how to manage it, implementing the management technique, measuring the ongoing effectiveness of management, and taking appropriate correction action.

The basic activities in any risk management system are.

Objectives:

- a. Providing a framework that enables future activities to take place in a consistent &
- b. controlled manner
- c. Improving decision making, planning and prioritization by comprehensive and
- d. Structured understanding of business activities, volatility and opportunities/ threats
- e. Contributing towards more efficient use/ allocation of the resources within the
- f. Organization
- g. Protecting and enhancing assets and company image
- h. Reducing volatility in various areas of the business
- i. Developing and supporting people and knowledge base of the organization.
- j. Optimizing operational efficiency

7.0 APPLICABILITY

This Policy shall come into force with effect from 23rd December 2020.

This policy shall complement the other policies of HTI in place e.g. Related Party Transactions Policy, Whistle blower Policy, Anti- Harassment and Sexual Harassment etc. to ensure that the risk if any arising out of Related Party Transactions are effectively mitigated.

The following steps to be taken:

Risk identification: To identify organization's exposure to uncertainty. Risk may be classified in the following:

- a. Strategic
- b. Operational
- c. Financial
- d. Hazard

8.0 Risk Description:

To display the identified risks in a structured format

- a. Name of Risk
- b. Scope of Risk Qualitative description of events with size, type, number etc.
- c. Nature of Risk Strategic, Operational, Financial, Hazard
- d. Quantification of Risk Significance & Probability
- e. Risk Tolerance/ Appetite Loss Potential & Financial Impact of Risk
- f. Risk Treatment & Control Mechanism a) Primary Means b) Level of Confidence c) Monitoring & Review
- g. Potential Action for Improvement Recommendations to Reduce Risk
- h. Strategy & Policy Development Identification of Function Responsible to develop
- i. Strategy & Policy
- j. To display the identified risks in a structured format

9.0 BROAD PRINCIPLES

The Board has to review the business plan at regular intervals and develop the Risk Management Strategy which shall encompass laying down guiding principles on proactive planning for identifying, analyzing and mitigating all the material risks, both external and internal viz. Environmental, Business, Operational, Financial and others. Communication of Risk Management Strategy to various levels of management for effective implementation is essential.

Risk Identification is obligatory on all vertical and functional heads who with the inputs from their team members are required to report the material risks to the Board of Directors along with their considered views and recommendations for risk mitigation.

Analysis of all the risks thus identified shall be carried out by selected personnel through participation of the vertical/functional heads and a preliminary report thus finalized shall be placed before the Risk and Audit Committee.

10.0 RISK FACTORS

The objectives of the Company are subject to both external and internal risks that are enumerated below: -

External Risk Factors

- a. Economic Environment and Market conditions
- b. Political Environment
- c. Competition

11.0 Revenue Concentration and liquidity aspects:

Each business area of Tooling Assembly and Stamping Die has specific aspects on profitability and liquidity. The risks are therefore associated on each business segment contributing to total revenue, profitability, and liquidity. Since the projects have inherent longer time frame and milestone payment requirements, they carry higher risks for profitability and liquidity.

12.0 Inflation and Cost structure:

Inflation is inherent in any business and thereby there is a tendency of costs going higher. Further, the project business, due to its inherent longer time frame, as much higher risks for inflation and resultant increase in costs.

13.0 Technology Obsolescence:

The Company strongly believes that technological obsolescence is a practical reality. Technological obsolescence is evaluated on a continual basis and the necessary investments are made to bring in the best of the prevailing technology.

14.0 Legal:

Legal risk is the risk in which the Company is exposed to legal action. As the Company is governed by various laws and the Company has to do its business within four walls of law, the Company is exposed to legal risk.

15.0 Fluctuations in Foreign Exchange-

The Company has limited currency exposure in case of sales, purchases and other expenses. It has natural hedge to some extent. However, beyond the natural hedge, the risk can be measured through the net open position i.e. the difference

between un-hedged outstanding receipt and payments. The risk can be controlled by a mechanism of “Stop Loss” which means the Company goes for hedging (forward booking) on open position when actual exchange rate reaches a particular level as compared to transacted rate.

- a. Internal Risk Factors
- b. Project Execution
- c. Contractual Compliance
- d. Operational Efficiency
- e. Hurdles in optimum use of resources
- f. Quality Assurance
- g. Environmental Management
- h. Human Resource Management
- i. Culture and values
- j. Cyber Security and Data Management

16.0 Risk Evaluation:

After risk analysis, comparison of estimated risks against organization risk criteria is required. It is to be used to make decisions about the significance of risks and whether each specific risk to be accepted or treated.

17.0 Risk Estimation:

Can be quantitative, semi quantitative, or qualitative in terms of probability of occurrence and possible consequences.

Impact level on performance/profit – Both Threats and Opportunities

18.0 Reporting

Internal Reporting

- a. Risk and Audit Committee
- b. Board of Directors
- c. Vertical Heads
- d. Individuals
- e. External Reporting

To communicate to the stakeholders on regular basis as part of Corporate Governance

19.0 Board Approval

The Action Plan and guidelines shall be approved by the Board before communication to the personnel for implementation.

The Board shall approve the Risk Management (including Risk Treatment) strategy, control structure and policy guidelines and delegate authority and accountability for risk management to the Company's executive team.

The guidelines shall include prescription on:

19.1 Risk Treatment

Treatment of Risk through the process of selecting and implementing measures to mitigate risks. To prioritize risk control actions in terms of their potential to benefit the organization. Risk treatment includes risk control/ mitigation and extends to risk avoidance, risk transfer (insurance), risk financing, risk absorption etc. for

- a. Effective and efficient operations
- b. Effective Internal Controls
- c. Compliance with laws & regulations

Risk Treatment shall be applied at all levels through carefully selected validations at each stage to ensure smooth achievement of the objective.

19.2 Risk Registers

Risk Registers shall be maintained showing the risks identified, treatment prescribed, persons responsible for applying treatment, status after the treatment etc. Risk Managers and Risk Officers to be identified for proper maintenance of the Risk Registers which will facilitate reporting of the effectiveness of the risk treatment to the Risk Management Committee, Audit Committee, and the Board.

19.3 Review

This policy shall evolve by review by the Risk and Audit Committee and the Board from time to time as may be necessary.

This Policy will be communicated to all vertical/functional heads and other concerned persons of the Company.

This Policy may be amended or substituted by the Risk Management Committee or by the Board as and when required and also by the Compliance Officer where there are any statutory changes necessitating the change in the policy. However, no such amendment or modification will be binding on the Directors and employees unless the same is communicated in the manner described as above

20.0 Forms Used

Risk Register

21.0 Record of Revisions of Environmental Procedures, Work Practices, and Forms

21.1 *Procedure Revisions are tabled here:*

Revision Date	Description	Sections Affected
23 Dec 2020	Original	All

21.2 *Work instruction revisions are tabled here:*

Revision Date	Work Instruction Updated After MM-DD-YYY	Description of Update