

Policy for determination of materiality of events/information for Disclosure to the Stock Exchanges

OBJECTIVE

The Policy is framed in accordance with the requirements of the Regulation 30 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Regulations). The objective of the Policy is to determine materiality of events or information of the Company and to ensure that such information is adequately disseminated in pursuance with the Regulations and to provide an overall governance framework for such determination of materiality.

EFFECTIVE DATE

This Policy is effective from January 12, 2016.

The Bank's policy on determination of materiality will be based on the following:

The Bank shall make disclosures of events or information which, are material in nature. The following criteria be used for determination of materiality of events/ information:

- (a) the omission of an event or information, which is likely to result in discontinuity or alteration of event or information already available publicly; or
- (b) 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;
- (c) in case where the criteria specified in sub-clauses (a) and (b) are not applicable, an event/information may be treated as being material if in the opinion of the MD of the Bank, the event / information is considered material.

The Bank would disclose the events and occurrences and information as noted in **Annexure** that would impact price of the Bank's share in the market no sooner than credible and concrete information comes into being in order to make such information generally available.

Annexure

I. Indicative list of events/information/occurrences which are material as per SEBI guidelines and which is being incorporated in the policy as material events

SI No	Category	Disclosures to be made
A	Board related matters	<ol style="list-style-type: none"> 1. Appointment/ Change in Directors 2. Appointment/Change in Key Managerial Personnel (Managing Director, Chief Executive Officer, Chief Financial Officer, Company Secretary etc.) and Compliance Officer 3. Appointment/ Change in Auditor. <p>Time Limit for Disclosure: Not later than twenty four hours from the occurrence of the event or information.</p>
B	Financial matters	<ol style="list-style-type: none"> 1. Outcome of Meetings of the Board of Directors to consider <ol style="list-style-type: none"> i. financial results. ii. dividends and/or cash bonuses recommended or declared and the date on which dividend shall be paid/ dispatched iii. any cancellation of dividend with reasons thereof <p>Time Limit for Disclosure: Within thirty minutes of the conclusion of the Board meeting</p> <ol style="list-style-type: none"> 2. Schedule of Analyst or institutional investor meet and presentations on financial results made by the Bank to analysts or institutional investors; <p>Time Limit for Disclosure: Not later than twenty four hours from the occurrence of the event or information.</p>
C	Securities/ shareholding and shareholders related matters	<ol style="list-style-type: none"> 1. Outcome of Meetings of the Board of Directors to consider: <ol style="list-style-type: none"> i) short particulars of any alterations of capital, including calls. ii) the decision on buyback of securities iii) the decision with respect to fund raising proposed to be undertaken iv) reissue of forfeited shares or securities. v) decision on voluntary delisting by the listed entity from stock exchange(s). <p>Time Limit for Disclosure: Within thirty minutes of the conclusion of the Board meeting</p> <ol style="list-style-type: none"> 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. Appointment or discontinuation of share transfer agent 4. 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 5. Proceedings of Annual and extraordinary general meetings of the listed entity. <p>Time Limit for Disclosure: Not later than twenty four hours from the occurrence of the event or information.</p>
D	Risk Related matters	<ol style="list-style-type: none"> 1. Revision in base rates. 2. Fraud/defaults by Key Managerial Personnel or by the Bank or arrest of Key Managerial Personnel. 3. Revision in Ratings <p>Time Limit for Disclosure: Not later than twenty four hours from the occurrence of the event or information</p>
E	General	<ol style="list-style-type: none"> 1. Acquisition(s) (including agreement to acquire), Scheme of Arrangement

	Business Matters	<p>(amalgamation/ merger/ demerger/restructuring), or sale or disposal of any unit(s), division(s) or subsidiary of the bank or any other restructuring.</p> <p>2. Agreements (viz. shareholder agreement(s), joint venture agreement(s), 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.</p> <p>Time Limit- Upon execution of requisite agreement</p> <p>3. Amendments to memorandum and articles of association of the Bank.</p> <p>Time Limit for Disclosure: Not later than twenty four hours from the occurrence of the event or information.</p>
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II. List of miscellaneous items which are mentioned in the SEBI Guidelines and which need to be tracked and disclosed based on the criteria specified for materiality.

SI No	Category	Disclosures to be made
A)	Board related matters	1. Fraud/defaults etc. by directors (other than key managerial personnel) of listed entity.
B)	Risk related Matters including natural calamities	1. Litigation(s) / dispute(s) / regulatory action(s) with impact. 2. Disruption of operations of any one or more units or division due to natural calamity (earthquake, flood, fire etc.), force majeure or events such as strikes, lockouts etc.
C)	Securities/ shareholding and shareholders related matters	1. Effect(s) arising out of change in the regulatory framework applicable to the listed entity
D)	HR related matters	1. Fraud/defaults etc. by employees of listed entity. 2. Options to purchase securities including any ESOP/ESPS Scheme.
E)	General Business Matters	1. Commencement or any postponement in the date of commencement of commercial operations of any unit/division. 2. Change in the general character or nature of business brought about by arrangements for strategic, technical, manufacturing, or marketing tie-up, adoption of new lines of business or closure of operations of any unit/division. (entirety or piecemeal). 3. Capacity addition or 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) (as a borrower) 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. Giving of guarantees or indemnity or becoming a surety for any third party. 7. Granting, withdrawal, surrender, cancellation or suspension of key licenses or regulatory approvals.

DISCLOSURE OF INFORMATION ON NON-CONVERTIBLE DEBT SECURITIES

Disclosure of Information having bearing on performance/operation and/or Price Sensitive Information: Non-Convertible Debt Securities

The Bank shall promptly inform to the stock exchange(s) of all information which shall have bearing on performance/operation of the Bank or is price sensitive or shall affect payment of interest or redemption of non convertible debt securities of the Bank including :

SI No	Category	Disclosures to be made
A)	Board Related matters	<ol style="list-style-type: none"> 1) any major change in composition of board of directors, which may amount to change in control as defined in Securities and Exchange Board of India (Substantial Acquisition of Shares and Takeovers) Regulations, 2011; 2) the following approvals made by board of directors in their meeting:- <ol style="list-style-type: none"> (a) the decision to pass any interest payment; (b) short particulars of any increase of capital whether by issue of bonus securities through capitalization, or by way of right securities to be offered to the debenture holders, or in any other way;
B)	Risk Related matters	<ol style="list-style-type: none"> 1) expected default in timely payment of interests or redemption or repayment amount or both in respect of the non-convertible debt securities; 2) any action that shall affect adversely payment of interest on non-convertible debt securities including default to pay interest on non-convertible debt securities or redemption amount 3) any changes in the general character or nature of business / activities, disruption of operation due to natural calamity, and commencement of commercial operations; 4) delay/ default in payment of interest or dividend / principal amount /redemption for a period of more than three months from the due date; 5) any instance(s) of default/delay in timely repayment of interests or principal obligations or both in respect of the debt securities including, any proposal for re-scheduling or postponement of the repayment programmes of the dues/debts of the Bank with any investor(s)/lender(s). 6) any revision in the rating;
C)	Securities related matters	<ol style="list-style-type: none"> 1) any attachment or prohibitory orders restraining the Bank from transferring non-convertible debt securities from the account of the registered holders along-with the particulars of the numbers of securities so affected , the names of the registered holders and their demat account details; 2) any action which shall result in the redemption, conversion, cancellation, retirement in whole or in part of any non-convertible debt securities; 3) any change in the form or nature of any of non-convertible debt securities that are listed on the stock exchange(s) or in the rights or privileges of the holders thereof and make an application for listing of the securities as changed, if the stock exchange(s) so require; 4) details of any letter or comments made by debenture trustees regarding payment/non-payment of interest on due dates, payment/non-payment of principal on the due dates or any other matter concerning the security along with its comments thereon, if any; 5) all the information, report, notices, call letters, circulars, proceedings, etc concerning non convertible debt securities; 6) any other change that shall affect the rights and obligations of the holders of non-convertible debt securities, and any other information not in the public domain necessary to enable the holders of the listed securities to clarify position and to avoid the creation of a false market or any other information having bearing on the operation/performance of the listed entity as well as price sensitive information.
D)	HR Related matters	<ol style="list-style-type: none"> 1) any events such as strikes and lock outs which have a bearing on the interest payment/ principal repayment capacity;