

# 1. Company's Philosophy on Code of Corporate Governance

The Company is committed to maintain high standards of Corporate Governance and continues to practice the same to add long-term value. The core principles of Corporate Governance are:

- Lay emphasis on integrity and accountability.
- Incorporate several practices aimed at a high level of business ethics and effective supervision.
- Provide for enhancement of value for all stakeholders.

The Company's Corporate Governance conforms to all regulatory and legal requirements. The basic philosophy behind an endeavour towards better Corporate Governance is to achieve business excellence and strengthen the confidence of all stakeholders. It is very important for the Company to achieve economic success and simultaneously act responsibly towards the environment, people and society. These principles are also articulated through the Company's Code of Conduct which is applicable to the Board, Senior Management and every single employee of the Company. Under its comprehensive Code of Conduct, the Company is committed to a culture of sustainability and views it as a prerequisite for the Company's long-term success. Good Governance practices stem from the dynamic culture and positive mindset of the organisation. This Corporate Governance Report sets out a description of Schaeffler India's Corporate Governance practices.

# 2. Board of Directors

Your Board of Directors closely monitor the performance of the Company and Management, approves the plans, reviews the strategy and strives to achieve organisational growth. Your Board ensures statutory and ethical conduct and place high importance on the internal financial reporting. It shoulders the responsibility and holds itself accountable to the Shareholders as well as other stakeholders for the long-term well-being of the Company.

# (A) Composition of Board

- (i) The Managing Director is entrusted with the Management of your Company. He is assisted by Core Management Team and Senior Executives comprising of expert from the respective fields.
- (ii) The 'Board of Directors' is constituted with appropriate combination of Executive Directors, Non-Executive Directors, Independent Directors and Women Directors, as per the prevailing regulatory requirements. As on December 31, 2021 the Company had 10 (Ten) Directors, out of which 8 (Eight) Directors are Non-Executive Directors, including 3 (Three) Non-executive Women Directors, and out of these 8 (Eight), 5 (Five) are Independent Directors including 2 (Two) Independent Women Directors.
- (iii) None of the Directors on the Board is a member of more than 10 (Ten) committees or a Chairperson of more than 5 (Five) committees [as stipulated in Regulation 26(1) of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015 ('Listing Regulations') across all the Indian Public Companies, in which he / she is a Director. The annual disclosure providing the committee position and other Directorship has been made by the Directors.
- (iv) The names and categories of the Directors on the Board, their attendance at Board Meetings, last Annual General Meeting held during the year, number of Directorships held by them in Indian Companies and Committee Chairmanship / Membership held by them in Indian Public Companies are given below. For reckoning the maximum number of Chairmanships / Memberships in committees, only 2 (Two) committees viz. 'Audit Committee' and 'Stakeholders Relationship Committee' of the Board have been considered.

Name of Director(s)	Director Identification Number (DIN)	Category*	Number of Directorships	Number of Membership (Chairmanship) in Committees	Attendance in Board Meetings held in 2021	Attendance at last AGM held on April 27, 2021
			As on Decem	ber 31, 2021	Yes or N	lo or NA#
Mr. Avinash Gandhi	00161107	NE & ID	10	8(2)	4	Yes
Mr. Klaus Rosenfeld¹	07087975	NE & NID	1	0	4	Yes
Mr. Jürgen Ziegler <sup>2</sup>	07092477	NE & NID	1	1(0)	4	Yes
Mr. Andreas Schick <sup>3</sup>	09257160	NE & NID	1	1(0)	1	NA
Ms. Corinna Schittenhelm <sup>4</sup>	09257159	NE & NID	1	0	1	NA
Mr. Dharmesh Arora	05350121	NE & NID	1	0	4	Yes
Mrs. Renu Challu	00157204	NE & ID	3	5(3)	4	Yes
Mr. Arvind Balaji	00557711	NE & ID	11	1(0)	4	Yes
Mr. Amit Kalyani	00089430	NE & ID	10	2(0)	4	Yes
Ms. Eranti V. Sumithasri	07087197	NE & ID	3	2(0)	4	NA
Mr. Harsha Kadam	07736005	E & NID	1	1(0)	4	Yes
Mr. Satish Patel	00690869	E & NID	1	2(0)	4	Yes

<sup>\*</sup> E & NID: Executive and Non-Independent Director, NE & NID: Non-Executive and Non-Independent Director, NE & ID: Non-Executive and Independent Director

- 2 Ceased to be a Director effective July 22, 2021 on account of his growing professional commitments and there are no other material reasons for the same.
- 3 Appointed as a Non-Executive Non-Independent Director effective October 28, 2021.
- 4 Appointed as a Non-Executive Non-Independent Director effective September 12, 2021.

# Details of Directorship in Listed Companies as on December 31, 2021

Details of Directorship in	moteu compani	CO GO OII D CCC.	,		
Name of Director(s)	No. of Directorships <sup>1</sup>	No. of Committee Membership <sup>1</sup>	No. of Committee Chairmanship <sup>1</sup>	Name of Listed Company	Category of Directorship held <sup>2</sup>
Mr. Avinash Gandhi	5 8 2		2	Schaeffler India Limited	NE & ID
				Lumax Industries Limited	NE & ID
				Minda Corporation Limited	NE & ID
				Lumax Auto Technologies Limited	NE & ID
				Action Construction Equipment Limited	NE & ID
Mr. Dharmesh Arora	1	0	0	Schaeffler India Limited	NE & NID
Mr. Harsha Kadam	1	1	0	Schaeffler India Limited	E & NID
Mr. Satish Patel	1	2	0	Schaeffler India Limited	E & NID
Mr. Andreas Schick	1	1	0	Schaeffler India Limited	NE & NID
Ms. Corinna Schittenhelm	1	0	0	Schaeffler India Limited	NE & NID
Mrs. Renu Challu	3	5	3	Schaeffler India Limited	NE & ID
				NCC Limited	NE & ID
				Ceinsys Tech Limited	NE & ID
Mr. Arvind Balaji	2	1	0	Schaeffler India Limited	NE & ID
				India Nippon Electricals Limited	E & NID
Mr. Amit Kalyani	7	2	0	Schaeffler India Limited	NE & ID
				Bharat Forge Limited	E & NID
				Kalyani Steels Limited	NE & NID
				BF Utilities Limited	NE & NID
				Kalyani Investment Company Limited	NE & NID
				BF Investment Limited	NE & NID
		_		Hikal Limited	NE & NID
Ms. Eranti V. Sumithasri	1	_ 1	0	Schaeffler India Limited	NE & ID

<sup>1</sup> Company Directorships includes directorships in all public limited companies and excludes private limited companies, foreign companies and Section 8 companies. The details of Committee Chairmanships / Memberships are disclosed as per Regulation 26 of the SEBI Listing Regulations.

<sup>#</sup> NA: Not Applicable

<sup>1</sup> Ceased to be a Director effective October 29, 2021 on account of his growing professional commitments and there are no other material reasons for the same.

<sup>2</sup> E & NID: Executive and Non-Independent Director, NE & NID: Non-Executive and Non-Independent Director, NE & ID: Non-Executive and Independent Director



#### (v) Executive Directors:

- Mr. Harsha Kadam, Managing Director holds a Bachelor's degree in Mechanical Engineering from Bangalore University and Diploma in Finance and Marketing from IGNOU. He has done Executive Development course in Marketing from IIM Bangalore and has a vast experience in various functions like Sales, Manufacturing and Product Design / Development.
- Mr. Satish Patel, Director Finance & CFO is a member of The Institute of Cost Accountants of India and holds a Master's degree in Commerce. He has a vast experience in the field of Controlling and Finance Management.

#### (vi) Independent Directors:

- Mr. Avinash Gandhi, holds a Bachelor's degree in Mechanical Engineering and has a vast experience in the Automobile Industry. He is the Chairman of the Board.
- Mrs. Renu Challu, holds a Master's degree in Economics (Gold Medalist) from University of Lucknow and has a vast experience in Banking and Finance.
- Mr. Amit Kalyani, holds a Bachelor's degree in Mechanical Engineering from Bucknell University, Pennsylvania, USA and a Harvard Business School OPM graduate. He is a YPO member and has a vast experience in manufacturing and technology.
- Mr. Arvind Balaji, holds a Bachelor's degree in Mechanical Engineering from BITS Pilani, a Master's degree in Manufacturing System Engineering from Stanford University and an MBA in Finance from Wharton School, University of Pennsylvania and has a vast experience in the investment banking, financing and M&A transactions.
- Ms. Eranti V. Sumithasri, holds Master's degree in Computer Science & Engineering from University of Connecticut, USA and Bachelor's degree in Computer Science from Visvesvaraya College of Engineering, India and has a vast experience in Business Leadership, Technology, Consulting and Financial Services industry.

# (vii) Non-Independent Directors:

- Mr. Andreas Schick studied Automotive Engineering at the University of Munich and has a vast experience in Production and Supply Chain Management.
- Ms. Corinna Schittenhelm studied Business
   Administration from University of Applied
   Sciences for Economics & Technology in Kempten
   and has a vast experience in the fields of Human
   Resource and Sustainability.

 Mr. Dharmesh Arora holds Bachelor's degree in Mechanical Engineering from University of Mumbai and TRIUM Global Executive MBA degree from NYU Stern School of Business; London School of Economics and HEC Paris. He has a vast experience in the Automotive Industry.

None of the Directors is related inter-se.

#### Directors' shareholding in the Company

Mr. Harsha Kadam holds 100 Equity Shares and Ms. Eranti V. Sumithasri holds 10 Equity Shares of the Company and none of the other Directors hold any Equity Share of the Company as on December 31, 2021.

#### (B) Board Meeting(s) during 2021

4 (Four) Board Meetings were held during 2021 on the following dates:

Board Meeting(s)	I	II	III	IV
Dates	February 16	April 26	July 21	October 28
Start Timing	02:30 PM	02:00 PM	02:00 PM	01:30 PM
Venue/Deemed venue		Virtual (N	lew Delhi)	

The details of attendance of each of the Directors at the Board Meeting(s) are given in the table at Point No. 2(A).

#### (C) Board Meeting Procedure

Annual Calendar of Board Meetings for the year is usually scheduled in advance in the previous year. The notice convening Board Meeting is sent to each of the Directors along with relevant papers well in advance of the meeting date. The items in the agenda are supported by comprehensive background information which enable the Board to take informed decisions. All significant developments and material events are brought to the notice of the Board, either as a part of the agenda papers in advance of the meeting or by way of presentations or circulation of relevant documents during the meeting. The Managing Director briefs the Board on the financial performance of the Company during the previous quarter and trend analysis as compared to the budgets, operational performance and market scenario. During the reporting year, the Managing Director also briefed the Board on COVID-19 pandemic, employee health & safety and the Schaeffler India footprint and Schaeffler India Strategy updates.

The Board has complete access to all the information of the Company. The following information are provided to the Board as and when occasion arises:

- 1. Annual operating plans, budgets and any updates;
- 2. Capital budgets and any updates;
- Quarterly results of the Company and its operating divisions or business segments;

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- 4. Minutes of meetings of Audit Committee & other committees of the Board of Directors;
- The information on recruitment and remuneration of senior officers just below the level of Board of Directors, including appointment or removal of Chief Financial Officer and the Company Secretary;
- Show cause, demand, prosecution notices and penalty notices which are materially important;
- 7. Fatal or serious accidents, dangerous occurrences, any material effluent or pollution problems;
- 8. Any material default in financial obligations to and by the Company or substantial non-payment for goods sold by the Company;
- Any issue, which involves possible public or product liability claims of substantial nature, including any judgement or order which, may have passed strictures on the conduct of the Company or taken an adverse view regarding another enterprise that can have negative implications on the Company;
- Details of any joint venture or collaboration agreement;
- Transactions that involve substantial payment towards goodwill, brand equity or intellectual property;
- 12. Significant labour problems and their proposed solutions. Any significant development in Human Resources / Industrial Relations front like signing of wage agreement, implementation of Voluntary Retirement Scheme etc.;
- 13. Sale of material nature of investments, subsidiaries, assets, which is not in the normal course of business;
- Quarterly details of foreign exchange exposure and the steps taken by the Management to limit the risks of adverse exchange rate movement, if material;

 Non-compliance of any regulatory, statutory or listing requirements and shareholders' service such as non-payment of dividend, delay in share transfer etc.

#### (D) Code of Conduct

The Company has laid down a Code of Conduct, for all its Board Members and Senior Management Personnel for avoidance of conflicts of interest. The declarations with regards to its compliance have been received for the year 2021 from all the Board Members and Senior Management Personnel.

There were no material financial and commercial transactions, in which Board Members or Senior Management Personnel had personal interest, which could lead to potential conflict of interest with the Company during the year. The Code of Conduct is also available on Company's website on following web link

https://www.schaeffler.co.in/remotemedien/media/ shared media rwd/03 worldwide 1/websites worldwide/india 3/investor relations/corporate governance 1/codes and policies/Annexure 13 Code of Conduct.pdf

#### (E) Familiarisation and training to Directors

Induction, orientation or familiarisation programs are part of our culture and applicable to all layers of Management and the Board Members, which are designed based upon the position / job requirements.

Guided by the principles of best Corporate Governance Practices, all the Directors including Independent Directors are provided familiarisation trainings through various programs and workshops which give them insights to the Company, including nature of Industry in which the Company operates, business model of the Company, relevant information of business processes, business development, strategy and business plan of the Company. They are also informed about their role, responsibilities, duties and rights from time to time.

The familiarisation and trainings are provided to all the Directors including Independent Directors. Executive Directors, have additional trainings, workshops and orientations depending upon their role, responsibilities and developments in business.

Following programs, trainings and workshops were conducted for all Directors during the year 2021:

Sr. No.	Particulars	No. of Hours (approx.)	Faculty / Trainer / Speaker	Participants	
1.	COVID-19 updates and measures taken	2	CEO	All the Directors	
2.	Review of Financial, Business and Operational Performance of the Company	10	CEO & CFO	All the Directors	
3.	Important updates of Schaeffler Group	1	Mr. Klaus Rosenfeld	All the Directors	
4.	Information on Multifaceted journey at 75 <sup>th</sup> Anniversary of Schaeffler Group (Virtual)	2	Mr. George F.W. Schaeffler (Chairman Supervisory Board), Mr. Klaus Rosenfeld (CEO) and other Senior Management Team of Schaeffler Group	All the Directors	

The details of such programs have been disclosed on the website of the Company on following web-link

https://www.schaeffler.co.in/remotemedien/media/ shared media rwd/03 worldwide 1/websites worldwide/india 3/investor relations/corporate governance 1/Familiarisation Programs-2021.pdf



#### (F) Meeting of Independent Directors

As per Regulation 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and under the provisions of the Companies Act, 2013, a separate Meeting of the Independent Directors was held on October 29, 2021 interalia, to review the performance of Non-Independent Directors, Chairman, Managing Director and the Board as a whole and to assess quality, quantity and timeliness of flow of information between Management and the Board for ensuring effective participation by the Board Members. Mr. Avinash Gandhi, Mrs. Renu Challu, Mr. Arvind Balaji and Ms. Eranti V. Sumithasri, Independent Directors were present at the Meeting.

### (G) Matrix of skills / expertise / competence of the Board of Directors

Details of the core skills / expertise / competencies identified by the Board of Directors as required in the context of the business(es) and sector(s) in which it operates to function effectively and the names of Directors who possess such skills / expertise / competencies.

	Name of Directors									
Core Skills / Expertise / Competence	Mr. Avinash Gandhi	Mr. Dharmesh Arora	Mr. Harsha Kadam	Mr. Satish Patel	Mr. Andreas Schick	Ms. Corinna Schittenhelm	Ms. Eranti V. Sumithasri	Mr. Arvind Balaji	Mrs. Renu Challu	Mr. Amit Kalyani
Business Management	<b>√</b>	<b>√</b>	<b>√</b>	✓	<b>√</b>	-	<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>
Strategic Management	<b>√</b>	<b>√</b>	<b>√</b>	✓	<b>√</b>	✓	-	<b>√</b>	<b>√</b>	<b>√</b>
Leadership	<b>√</b>	<b>√</b>	<b>√</b>	✓	<b>√</b>	✓	<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>
Engineering and Technology	<b>√</b>	<b>√</b>	<b>√</b>	-	<b>√</b>	-	<b>√</b>	<b>√</b>	-	<b>√</b>
Finance Management	<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>	-	-	-	<b>√</b>	<b>√</b>	<b>√</b>
Governance & Board Dynamics	<b>√</b>	<b>√</b>	✓	<b>√</b>		<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>	<b>√</b>

# (H) Confirmation of the Board on Independence

Based on the disclosures received from the Independent Directors, the Board of Directors of the Company confirms that the Independent Directors fulfill the conditions specified in the SEBI Listing Regulations and are Independent of the Management.

#### (I) Digital Performance Management & Succession Planning

The Company recognizes the importance of Succession Planning for senior and critical roles. The Succession Plan for each leader is planned thoughtfully, keeping in mind short term & long term risks. A bench-strength analysis is done every year, based on the Talent Management guidelines. The Company is adopting a globally standardized SAP based Success Factors software as a futuristic Performance Management System. The Company has well established leadership platforms, such as the 'Young Leadership Program' for emerging leaders and 'Accelerated Leadership' for developing a talent pipeline. The Company has a foundation of Talent Mobility to groom high-potential leaders across different Schaeffler plant locations.

### 3. Audit Committee

# (A) Composition of Audit Committee

The Company has duly constituted Audit Committee, with the powers and roles in accordance with the prevailing regulatory requirements. The Committee acts as a link to connect the Management, Auditors and the Board of Directors. The members of the Audit Committee are:

Sr. No.	Name of Director	Role in the Committee	Category
1	Mrs. Renu Challu	Chairperson	Non-Executive & Independent
2	Mr. Avinash Gandhi	Member	Non-Executive & Independent
3	Mr. Arvind Balaji	Member	Non-Executive & Independent
4	Mr. Amit Kalyani	Member	Non-Executive & Independent
5	Ms. Eranti V. Sumithasri	Member	Non-Executive & Independent
6	Mr. Andreas Schick <sup>1</sup>	Member	Non-Executive & Non-Independent
7	Mr. Satish Patel	Member	Executive & Non-Independent

<sup>1</sup> Mr. Andreas Schick has been appointed as member of the Audit Committee effective October 29, 2021.

The Company Secretary acts as the Secretary to the Audit Committee of the Company.

#### (B) Meetings of Audit Committee and Attendance of Members

Details of the Audit Committee Meetings held during 2021 are as follows:

Audit Committee Meeting(s)	I	II	III	IV
Dates	February 16	April 26	July 21	October 28
Start Timing	11:45 AM	11:30 AM	11:30 AM	11:00 AM
Venue/ Deemed venue		Virtual (Hyderabad)		
Attended by	Mrs. Renu Challu	Mrs. Renu Challu	Mrs. Renu Challu	Mrs. Renu Challu
	Mr. Avinash Gandhi	Mr. Avinash Gandhi	Mr. Avinash Gandhi	Mr. Avinash Gandhi
	Mr. JürgenZiegler	Mr. Jürgen Ziegler	Mr. Jürgen Ziegler	NA
	Mr. Arvind Balaji	Mr. Arvind Balaji	Mr. Arvind Balaji	Mr. Arvind Balaji
	-	Mr. Amit Kalyani	-	Mr. Amit Kalyani
	Ms. E. V. Sumithasri	Ms. E. V. Sumithasri	Ms. E. V. Sumithasri	Ms. E. V. Sumithasri
	Mr. Satish Patel	Mr. Satish Patel	Mr. Satish Patel	Mr. Satish Patel

The Audit Committee invites such Executives as it considers appropriate to be present at the meeting including the representative of Statutory Auditors, Cost Auditors and the Internal Auditor of the Company.

All the members of Audit Committee are financially literate and majority of them have Accounting and Financial Management expertise. The Chairperson of the Audit Committee, Mrs. Renu Challu, attended the 58th Annual General Meeting held on April 27, 2021.

The Audit Committee mandatorily reviews:

- Management Discussion and Analysis of financial condition and results of operations;
- All related party transactions submitted by Management;
- Management letters / letters of internal control weaknesses issued by the Statutory Auditors, if any;
- 4. Internal Audit Reports;
- 5. The appointment, removal and terms of remuneration of the Chief Internal Auditor; and.
- 6. Statement of deviations, if any.

#### (C) Terms of Reference

The terms of reference of the Audit Committee include matters specified in the Companies Act, 2013, Rules made thereunder, the SEBI Listing Regulations and those specified by the Board in writing. Besides having access to all required information within the Company, the Committee may investigate any activity within its terms of reference, seek information from any employee, secure attendance of outsiders with relevant expertise, or obtain legal or other professional advice from external sources, whenever required.

The Audit Committee acts in accordance with the terms of reference which, inter alia, include:

- Oversight of the Company's financial reporting process and the disclosure of its financial information to ensure that the financial statement is correct, sufficient and credible;
- Recommendation for appointment, remuneration and terms of appointment of Auditors of the Company;
- Approval of payment to Statutory Auditors for any other services rendered by the Statutory Auditors;
- 4. Reviewing, with the Management, the annual financial statements and Auditors' report thereon before submission to the Board for approval, with particular reference to:
  - a) Matters required to be included in the 'Directors' Responsibility Statement' to be included in the board's report in terms of Section 134(3)(c) of the Companies Act, 2013
  - b) Changes, if any, in accounting policies and practices and reasons for the same
  - Major accounting entries involving estimates based on the exercise of judgment by Management
  - d) Significant adjustments made in the financial statements arising out of audit findings
  - e) Compliance with listing and other legal requirements relating to financial statements
  - f) Disclosure of any related party transactions
  - g) Qualifications / Modified opinion(s) in the draft audit report
- Reviewing, with the Management, the quarterly financial statements before submission to the Board for approval;
- Reviewing, with the Management, the statement of uses / application of funds raised through an



issue (public issue, rights issue, preferential issue etc.), the statement of funds utilised for purposes other than those stated in the offer document / prospectus / notice and the report submitted by the monitoring agency monitoring the utilisation of proceeds of a public or rights issue and making appropriate recommendations to the Board to take up steps in this matter;

- 7. Review and monitor the Auditors' independence and performance and effectiveness of audit process;
- 8. Approval or any subsequent modification of transactions of the Company with related parties;
- 9. Scrutiny of inter-corporate loans and investments;
- 10. Valuation of undertakings or assets of the Company, wherever it is necessary;
- Evaluation of internal financial controls and Risk Management systems;
- 12. Reviewing, with the Management, performance of Statutory and oYInternal Auditors, adequacy of the internal control systems;
- 13. Reviewing the adequacy of internal audit function, if any, including the structure of the internal audit department, staffing and seniority of the official heading the department, reporting structure coverage and frequency of internal audit;
- 14. Discussion with Internal Auditors of any significant findings and follow up thereon;
- 15. Reviewing the findings of any internal investigations by the Internal Auditors into matters where there is suspected fraud or irregularity or a failure of internal control systems of a material nature and reporting the matter to the Board;
- Discussion with Statutory Auditors before the audit commences, about the nature and scope of audit as well as post-audit discussion to ascertain any area of concern;
- 17. To look into the reasons for substantial defaults in the payment to the depositors, debenture holders, shareholders (in case of non-payment of declared dividends) and creditors:
- 18. To review the functioning of the Whistle Blower Mechanism;
- 19. Approval of appointment of Chief Financial Officer after assessing the qualifications, experience and background, etc. of the candidate;
- 20. Carrying out any other function as is included in the terms of reference of the Audit Committee.

21. Consider and comment on rationale, cost-benefits and impact of schemes involving merger, demerger, amalgamation etc., on the listed entity and its shareholders.

#### 4. Nomination and Remuneration Committee

Pursuant to provisions of Section 178 of the Companies Act, 2013 read with Regulation 19 of the SEBI Listing Regulations, Nomination and Remuneration Committee of the Board (hereinafter referred to as 'NRC') is duly constituted.

#### (A) Composition of NRC

The members of the NRC are:

Sr. No.	Name of Director	Role in the Committee	Category
1	Mrs. Renu Challu	Chairperson	Non-Executive & Independent
2	Mr. Avinash Gandhi	Member	Non-Executive & Independent
3	Mr. Amit Kalyani	Member	Non-Executive & Independent
4	Mr. Dharmesh Arora	Member	Non-Executive & Non-Independent
5	Ms. Corinna Schittenhelm¹	Member	Non-Executive & Non-Independent

1 Ms. Corinna Schittenhelm has been appointed as member of the NRC effective October 29, 2021

#### (B) Meetings of NRC

During the year 2021, 2 (Two) meetings of NRC were held on February 16, 2021 and July 20, 2021 through virtual means (deemed venue-Hyderabad) and the meetings were attended by Mrs. Renu Challu, Mr. Avinash Gandhi and Mr. Dharmesh Arora.

#### (C) Terms of Reference of NRC

The Committee acts as a link between the Management and the Board of Directors. Besides having access to all required information within the Company, the Committee may investigate any activity within its terms of reference, seek information from any employee, secure attendance of outsiders with relevant expertise or obtain legal or other professional advice from external sources, whenever required.

The Committee shall act in accordance with the terms of reference which, inter alia, include:

- Formulation of the criteria for determining qualifications, positive attributes and independence of a Director and recommend to the Board a policy, relating to the remuneration of the Directors, Key Managerial Personnel and Senior Management;
- 1A.\* For every appointment of an Independent Director, the Nomination and Remuneration Committee shall evaluate the balance of skills, knowledge and experience on the Board and on the basis of such evaluation, prepare a description of the role and capabilities required of an Independent

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Director. The person recommended to the Board for appointment as an Independent Director shall have the capabilities identified in such description. For the purpose of identifying suitable candidates, the Committee may:

- a) use the services of an external agencies, if required;
- consider candidates from a wide range of backgrounds, having due regard to diversity; and
- c) consider the time commitments of the candidates
- Formulation of criteria for performance evaluation of Independent Directors and the Board of Directors;
- 3. Devising a policy on Board diversity;
- Identifying persons who are qualified to become Directors and who may be appointed in Senior Management positions in accordance with the criteria laid down, and recommend to the Board their appointment and removal;
- Whether to extend or continue the term of appointment of the Independent Directors, on the basis of the report of performance evaluation of Independent Directors;
- 6. To recommend to the Board, all remuneration, in whatever form, payable to Senior Management.

# (D) Annual Performance Evaluation Criteria for Independent Directors:

The criteria for performance evaluation of Independent Directors include (i) Attendance at the meetings, (ii) Preparedness and active participation in meetings, (iii) Staying updated on developments, (iv) Constructive contribution made in the meetings, (v) Being objective and protecting interest of all shareholders, (vi) Engaging as well as challenging Management without being confrontational or obstructionist, (vii) Ensuring integrity of financial statements / internal controls, (viii) Ensuring Risk Management system & mitigation measures are in place (ix) Fulfillment of the independence criteria (as specified in the Listing Regulations) and independence from the Management.

#### 5. Remuneration

#### (A) Remuneration to the Executive Directors

The Remuneration of Executive Directors (Managing Director and Director-Finance) has fixed as well as variable components. The variable components comprise of 'Short Term Bonus' and 'Long Term Bonus' and the criteria for determination are as under:

#### A. Short Term Bonus:

- (a) Free Cash Flow (FCF) (50%); and
- (b) Schaeffler Value Added (SVA) (50%)

#### B. Long Term Bonus:

- (a) Total Shareholders Return (TSR) i.e. relative outperformance of Share Price of Schaeffler India Limited in comparison of BSE 200 Index (50%);
- (b) Service Conditions (SC) (50%)

#### Rationale:

### Free Cash Flow (FCF):

- FCF reflects operational and liquidity performance, a key for short and longterm sustainability;
- FCF reflects ability of the Company to convert it operating performance to cash inflow to meet operational needs and capex for future growth.

# Schaeffler Value Added (SVA):

- RoCE is a value-based performance indicator to reflect how efficiently the Company uses its resources
- SVA is closely linked to RoCE and reflects the interest and needs of all investors

FCF and SVA together reflects holistic view of short and long term sustainable performance of the Company and returns to shareholders.

The details of remuneration paid for 2021 to the Managing Director and Director – Finance are as follows:

Name	Salary & Allowance Perquisite		Company's contribution to funds	Total	
Mr. Harsha Kadam, Managing Director	16.7	6.4	1.4	24.5	
Mr. Satish Patel, Director – Finance	7.2	6.5	1.3	15.0	

### Notes:

- a) Company's contributions to fund include Superannuation Fund and Provident Fund and exclude the accruals for gratuity as it is funded on the basis of an actuarial valuation for the Company as a whole.
- b) The Company has entered into Employment Agreement with Executive Directors.
- c) The details of fixed and variable components of the remuneration of Executive Directors are disclosed in the resolution and explanatory statement for their appointment or for revision in remuneration, as the case may be. The criteria for variable performance linked component have been explained in this Report.

<sup>\*</sup> The term of reference in 1A is effective from January 1, 2022.



- d) As per employment agreement, either party can terminate agreement by giving 6 (Six) months' notice in writing. There is no provision for severance fees.
- e) The Company has no Stock Option Scheme as on December 31, 2021.

#### Remuneration to the Senior Management

The scheme of variable components comprising Short Term Bonus and Long-Term Bonus as detailed in point 5 (A) above, is also applicable to the Executive Leadership Team (Senior Management) of the Company.

(B) Criteria for remuneration to the Non-Executive Directors
As per shareholders' approval by way of Ordinary
Resolution passed at 53<sup>rd</sup> Annual General Meeting held
on April 27, 2016, Non-Executive Directors are paid
'Sitting Fees' for attending Board / Committee Meetings
and 'Profit Related Commission' based on performance
of the Company.

In view of the responsibilities shouldered, time spent and efforts made by the Non-Executive Directors who are in whole-time employment of the Schaeffler Group, the Board of Directors, on the recommendation of the Nomination and Remuneration Committee, had approved, inter alia, necessary amendments in Nomination and Remuneration Policy, for payment of sitting fees and profit related commission to such Non-Executive Directors.

Accordingly, effective April 1, 2019, the Non-Executive Directors including the Non-Executive Director of Schaeffler Group, have been paid sitting fees for attending meetings of Board / Committees thereof, unless specifically waived by the concerned Non-Executive Director of the Schaeffler Group. The shareholders approved the payment of sitting fees and profit related commission to be paid to the Non-Executive Directors and the payments have been made thereto.

The details of sitting fees for attending Board / Committee Meetings held during the year 2021 and profit related commission for the year 2020 paid to them are as follows:

	Number of Meetings attended						Amount in ₹	
Name of Director	Board Meetings	Audit Committee Meetings	Stakeholders Relationship Committee Meetings	Nomination & Remuneration Committee Meetings	Corporate Social Responsibility Committee Meetings	Risk Management Committee Meetings	Sitting Fees	Commission
Mr. Avinash Gandhi	4	4	-	2	-	-	670,000	1,600,000
Mrs. Renu Challu	4	4	2	2	-	-	780,000	1,050,000
Mr. Arvind Balaji	4	4	-	-	2	-	670,000	1,050,000
Mr. Amit Kalyani	3	2	-	-	-	-	355,000	1,050,000
Ms. Eranti V. Sumithasri	4	4	-	-	-	2	670,000	1,050,000
Mr. Dharmesh Arora <sup>4</sup>	4	-	-	2	-	2	520,000	1,050,000
Mr. Klaus Rosenfeld <sup>45</sup>	4	-	-	-	-	-	-	-
Mr. Jürgen Ziegler <sup>4</sup>	3	3	-	-	-	-	420,000	1,050,000
Mr. Andreas Schick <sup>345</sup>	1	-	-	-	-	-	-	NA
Ms. Corinna Schittenhelm <sup>245</sup>	1	-	-	-	-	-	-	NA
Total							4,085,000	7,900,000

- 1. Mr. Jürgen Ziegler and Mr. Klaus Rosenfeld ceased to be Directors effective July 22, 2021 and October 29, 2021 respectively.
- 2. Ms. Corinna Schittenhelm appointed as a Non-Executive Non-Independent Director effective September 12, 2021 and member of the Committees effective October 29, 2021.
- 3. Mr. Andreas Schick appointed as a Non-Executive Non-Independent Director effective October 28, 2021 and member of the Committees effective October 29, 2021.
- 4. Effective April 1, 2019, sitting fees for attending meetings of Board and Committees thereof are paid to the Non-Executive Directors who are in whole-time employment of the Schaeffler Group.
- 5. Mr. Klaus Rosenfeld, Mr. Andreas Schick and Ms Corinna Schittenhelm have decided not to accept sitting fees and commission.

All the Directors have been reimbursed expenses incurred by them in discharge of their duties. The payments made to a Director in his / her individual capacity have been disclosed. However, none of these Directors has any material pecuniary relationship or transactions with the Company, its Promoters, its Directors, its Senior Management or holding company and its associates which may affect their independence. The Company has not entered into any materially significant transaction with Promoters, Directors or their Relatives or its Management that may have potential conflict with the interests of the Company.

During the year, there were no transactions entered with the Non-Executive Directors or their Relatives.

# 6. Stakeholders' Relationship Committee

Pursuant to provisions of Section 178(5) of the Companies Act, 2013 read with Regulation 20 of the Listing Regulations, 'Stakeholders' Relationship Committee' ('SRC') of the Board has been constituted.

#### (A) Composition of SRC

The Committee consist of following members:

Sr. No.	Name of Director	Role in the Committee	Category
1	Mrs. Renu Challu	Chairperson	Non-Executive & Independent
2	Mr. Harsha Kadam	Member	Executive & Non-Independent
3	Mr. Satish Patel	Member	Executive & Non-Independent

#### (B) Meetings of SRC & Attendance of Members

The Committee meets to deal with matters relating to redressal of complaints from shareholders regarding transfers, non-receipt of Annual Report, non-receipt of declared dividends etc. and to review effectiveness of Investors' Relations system of the Company.

During the year 2021, 2 (Two) meetings of SRC were held on April 26, 2021 and July 20, 2021 through virtual means (deemed venue-Hyderabad) and it was attended by all the members.

The Chairperson of the SRC, Mrs. Renu Challu, attended the 58<sup>th</sup> Annual General Meeting held on April 27, 2021.

Mr. Ashish Tiwari, VP-Legal & Company Secretary is the Compliance Officer of the Company.

During 2021, total of 3 (Three) complaints were received. All complaints received during the year 2021 were attended to and resolved satisfactorily. There was no complaint pending as on December 31, 2021.

### (C) Terms of Reference of SRC

The Committee acts in accordance with the terms of reference which, inter alia, include:

- Resolving the grievances of the security holders
  of the listed entity including complaints related
  to transfer/transmission of shares, non-receipt of
  annual report, non-receipt of declared dividends,
  issue of new/duplicate certificates, general
  meetings etc;
- Review of measures taken for effective exercise of voting rights by shareholders;
- 3. Review of adherence to the service standards adopted by the listed entity in respect of various services being rendered by the Registrar & Share Transfer Agent;

- 4. Review of the various measures and initiatives taken by the listed entity for reducing the quantum of unclaimed dividends and ensuring timely receipt of dividend warrants/annual reports/statutory notices by the shareholders of the Company;
- 5. The Committee shall meet at least once a year.

#### 7. Corporate Social Responsibility Committee

The 'Corporate Social Responsibility Committee' ('CSR Committee') of the Board constituted pursuant to the provisions of Section 135 of the Companies Act, 2013, comprises the following members:

### (A) Composition of CSR Committee

Sr. No.	Name of Director	Role in the Committee	Category
1	Mr. Arvind Balaji	Chairman	Non-Executive & Independent
2	Mr. Amit Kalyani	Member	Non-Executive & Independent
3	Ms. Corinna Schittenhelm¹	Member	Non-Executive & Non-Independent
4	Mr. Harsha Kadam	Member	Executive & Non-Independent

<sup>1</sup> Ms. Corinna Schittenhelm has been appointed as member of the CSR Committee effective October 28, 2021.

# (B) Meetings of CSR Committee & Attendance of Members During the year 2021, 2 (Two) meetings of CSR Committee were held, details of which are as follows:

CSR Committee Meeting(s)	1	II
Dates	February 16	October 28
Start Timing	08:30 AM	09:00 AM
Venue/Deemed venue	Virtual	(Chennai)
Attended by	Mr. Arvind Balaji	Mr. Arvind Balaji
	Mr. Harsha Kadam	Mr. Harsha Kadam

#### (C) Terms of Reference of CSR

The Committee shall act in accordance with the terms of reference which, inter alia, include:

- To formulate and recommend to the Board a CSR
  Policy which will define the focus areas and indicate
  the activities to be undertaken by the Company
  under CSR domain and
- To recommend to the Board necessary amendments, if any, in the CSR Policy from time to time
- 3. To formulate the Annual Action Plan, monitor the budget under the CSR activities of the Company and
- To accomplish various CSR projects of the Company independently or through intermediary agencies, as the case may be.



#### B. Risk Management Committee

The 'Risk Management Committee' ('RMC') has been constituted pursuant to the provisions of Regulation 21 of the Listing Regulations, comprises of the following members:

#### (A) Composition of RMC

	p		
Sr. No.	Name	Role in the Committee	Category
Dire	ctors		
1	Mr. Dharmesh Arora	Chairman	Non-Executive & Non-Independent Director
2	Ms. Eranti V. Sumithasri	Member	Non-Executive & Independent Director
3	Mr. Andreas Schick <sup>1</sup>	Member	Non-Executive & Non-Independent Director
4	Mr. Harsha Kadam	Member	Executive & Non-Independent Director
5	Mr. Satish Patel	Member	Executive & Non-Independent Director
Men	nbers of Senior Ma	nagement	
6	Mr. Sameer Mathur	Member	Chief Operating Officer
7	Mr. Santanu Ghoshal	Member	Vice President – Human Resources

<sup>1</sup> Mr. Andreas Schick appointed as a member of the Committee effective October 28, 2021.

#### (B) Meetings of RMC & Attendance of Members

During the year 2021, 2 (Two) meetings of RMC were held, details of which are as follows:

RMC Meeting(s)	I	II	
Dates	April 26	October 21	
Start Timing	09:30 AM	09:00 AM	
Venue/ Deemed venue	Virtual (Singapore)		
Attended by	Mr. Dharmesh Arora	Mr. Dharmesh Arora	
	Ms. Eranti V. Sumithasri	Ms. Eranti V. Sumithasri	
	Mr. Harsha Kadam	Mr. Harsha Kadam	
	Mr. Satish Patel	Mr. Satish Patel	
	Mr. Santanu Ghoshal	Mr. Santanu Ghoshal	
	Mr. Sameer Mathur	-	

#### (C) Terms of Reference of RMC:

The Committee shall act in accordance with the terms of reference which, inter alia, include:

- The Committee shall formulate a detailed Risk Management Policy which shall include:
  - A framework for identification of internal and external risks specifically faced by the Company, in particular including financial, operational, sectoral, sustainability (particularly, ESG related risks), information, cyber security risks or any other risk as may be determined by the Committee.
  - Measures for risk mitigation including systems and processes for internal control of identified risks; and;
  - Business continuity plan.
- The Committee shall ensure that appropriate methodology processes and systems are in place to monitor and evaluate risks associated with the business of the Company;
- The Committee shall monitor and oversee implementation of the Risk Management Policy, including evaluating the adequacy of risk management systems.;
- 4. The Committee shall periodically review the Risk Management Policy, at least once in two years, including by considering the changing industry dynamics and evolving complexity;
- The Committee shall keep the Board of Directors informed about the nature and content of its discussions, recommendations and actions to be taken;
- The Committee shall review the appointment, removal and terms of remuneration of the Chief Risk Officer (if any);
- The Committee shall coordinate its activities with other committees, in instances where there is any overlap with activities of such committees, as per the framework laid down by the Board of Directors;
- 8. The Committee shall have powers to seek information from any employee, obtain outside legal or other professional advice and secure attendance of outsiders with relevant expertise, if it considers necessary.

# 9. General Body Meetings & Postal Ballot

Details of Annual General Meetings held in last 3 (Three) years are as follows:

Particulars				Meetings	
58th AGM			57th AGM		56th AGM
Date	April 27, 2021		June 30, 2020		April 30, 2019
Start Timing	3:30 PM		3:30 PM		3:00 PM
Venue/ Deemed venue	(Registered office Nariman Bhavan, 227 Backbay Rec	e located at , 8 <sup>th</sup> Floor, lamation, lumbai - 400 021,	(Registere Nariman 8 <sup>th</sup> Floor, Nariman	Bhavan, 227 Backbay Reclamation,	Y B Chavan Centre, General Jagannath Bhosle Marg, Besides Sachivalaya Gymkhana, Nariman Point, Mumbai – 400 021, Maharashtra, India.
Resolutions Pa	ssed				
Ordinary Bus	iness:				
Adoption of A		December 31, 2020		December 31, 2019	December 31, 2018
Declaration of	f Dividend	Dividend of ₹ 38 per equ of ₹ 10 each	uity share	Dividend of ₹ 35 per equity share of ₹ 10 each	e Regular Dividend of ₹ 20 and Specia onetime Dividend of ₹ 10 per equity share of ₹ 10 each
Re-appointme	ent of Rotational	Mr. Satish Patel		Mr. Jürgen Ziegler	Mr. Klaus Rosenfeld
Directors		Mr. Dharmesh Arora		Mr. Klaus Rosenfeld	_
Ratification of Appointment of Auditors and / or authorization to fix their remuneration		Appointment and authorization to fix their remuneration		Appointment and authorization to fix their remuneration	Authorization to fix their remuneration
		M/s. Walker Chandiok & Co LLP, Chartered Accountants,		B S R & Co. LLP, Chartered Accountants, Mumbai	
Special Busin	iess:				
Appointment	of Directors	Ms. Eranti V. Sumithasri as Director		Mr. Harsha Kadam as Director	Mr. Jürgen Ziegler as a Director
				Mr. Harsha Kadam as Managing Director	
				Mr. Arvind Balaji as Director	Mr. Satish Patel as a Director
				Mr. Amit Kalyani as Director	Mr. Satish Patel as a Whole-Time Director, designated as Director- Finance
Approval on		-		Payment of commission for the year 2019 to Non-Executive Directors of the Company, who are in employment of any Schaeffler Group Company	Revision in remuneration of Mr. Dharmesh Arora, Managing Director
		Material Related Party Transactions		Remuneration to Non-Executive Directors for the year 2020 onwards	Material Related Party Transactions
		Shifting of the Registered Office of the Company from Mumbai to Pune within the State of Maharashtra (Special resolution)		-	Alteration of Articles of Association (Special resolution)
		Ratification of Remunerathe Cost Auditors	ation to	Ratification of Remuneration to the Cost Auditors	Ratification of Remuneration to the Cost Auditors



#### POSTAL BALLOT

During the year 2021, postal ballot activities were conducted by the Company for the below business items:

- a. To approve Material Related Party Transactions with Schaeffler Technologies AG & Co. KG, Germany
- b. To approve Sub-division of Equity Shares of the Company from the face value of ₹ 10/- (Rupees Ten only) per Equity Share to ₹ 2/- (Rupees Two only) per Equity Share
- c. To approve alteration of Capital Clause of Memorandum of Association of the Company

Date of Notice: October 28, 2021

Date of Declaration of Results: December 21, 2021:

Sr. No.	Ordinary Resolutions	No. of valid votes received	No. and % of votes in favour	No. and % of votes against
1.	Approval of Material Related Party Transactions with Schaeffler Technologies AG & Co. KG, Germany	5,191,792	5,191,035 (99.99%)	757 (0.01%)
2.	Approval Sub-division of Equity Shares of the Company from the face value of ₹ 10/- (Rupees Ten only) per Equity Share to ₹ 2/- (Rupees Two only) per Equity Share	28,364,439	28,364,322 (99.99%)	117 (0.01%)
3.	Approval of alteration of Capital Clause of Memorandum of Association of the Company	28,364,439	28,364,321 (99.99%)	118 (0.01%)

Mr. Suresh Kumar Kabra, Partner of M/s. Samdani Kabra & Associates, Company Secretaries was appointed as the scrutiniser for carrying out the postal ballot process in a fair and transparent manner.

The Company has followed the procedure prescribed for conduct of Postal Ballot under the provisions of the Companies Act, 2013, rules made thereunder along with the Ministry of Corporate Affairs circulars read with the Listing Regulations.

#### 10. MEANS OF COMMUNICATION

#### **Publication of Quarterly Results:**

Pursuant to provisions of the Listing Regulations, periodical financial results and other publications of the Company are being published in widely circulated English newspapers (The Economic Times) and a Vernacular Marathi newspaper (Tarun Bharat / Prabhat). Financial results, as soon as they are approved by the Board, are submitted with the Stock Exchanges (BSE & NSE).

# Website of the Company:

Apart from quarterly financial results, official news, press releases and other statutory and business information are displayed on the website of the Company: <a href="https://www.schaeffler.co.in">www.schaeffler.co.in</a>;

# Presentations made to Institutional Investors or to Analysts:

The Company regularly conducts Investor and analysts call after quarterly results. The Investor presentations made by the Company to analysts are submitted with the Stock Exchanges (BSE & NSE) and are also uploaded on the website of the Company. The transcripts of calls are also available on the website of the Company.

#### 11. GENERAL SHAREHOLDER INFORMATION

# 5) 59th Annual General Meeting is scheduled to be held:

On : Wednesday, the 27<sup>th</sup> day of April 2022

At : 3:30 PM

Mode : Video Conferencing / Audio visual means

#### ii) Financial Year

The Hon'ble Bench of Company Law Board, New Delhi has approved the petition filed by the Company under Section 2(41) of the Companies Act, 2013 and allowed the Company to continue to follow 'Calendar Year' as the 'Financial Year'.

Financial year of the Company is a twelve-month period starting from January 1 to December 31.

Financial Reporting for the respective quarters of 2022 would be carried out within time limit, as per prevailing regulatory requirements.

# iii) Record Date for Dividend / Cut-off date for evoting: Wednesday, April 20, 2022

#### iv) Date of Book Closure:

Thursday, April 21, 2022 to Wednesday, April 27, 2022 (Both days inclusive)

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#### **Corporate Governance Report**

#### v) Dividend

The Dividend for the year 2021 if declared at the 59<sup>th</sup> Annual General Meeting scheduled to be held on April 27, 2022, shall be paid within the time limit prescribed in the Companies Act, 2013.

#### vi) Listing of Equity Shares on Stock Exchanges

The Equity Shares of the Company are listed on:

- BSE Limited (BSE), Phiroze Jeejeebhoy Towers, Dalal Street, Mumbai - 400 001, Maharashtra, India
- National Stock Exchange of India Limited (NSE), Exchange Plaza, C-1, Block "G", Bandra Kurla Complex, Bandra (E) Mumbai - 400 051, Maharashtra, India

The requisite listing fees have been paid to the Stock Exchanges up to March 31, 2022.

#### vii) Custodial Fee to Depositories

The Company has paid Annual Custodial Fees for the year 2021 – 2022 to the National Securities Depository Limited (NSDL) and Central Depository Services (India) Limited (CDSL).

# viii) Stock Code

505790
SCHAEFFLER
INE513A01022
L29130PN1962PLC204515

<sup>\*</sup>The ISIN has changed due to sub-division (stock split) of equity shares. #The CIN has changed due to shifting of registered office from Mumbai to Pune.

#### ix) Market Price Data

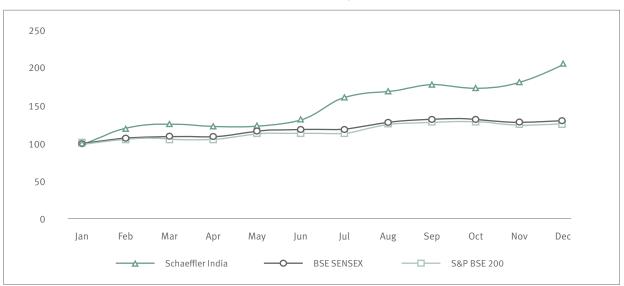
A summary containing monthly High / Low share prices at BSE Limited (BSE) and National Stock Exchange of India Limited (NSE) is as under:

	Equity Shares				
For the year 2021	BSE Limited (BS	BSE Limited (BSE)		lia Limited (NSE)	
	High (₹)	Low (₹)	High (₹)	Low (₹)	
January	4,970.00	4,260.00	4,700.00	4,257.95	
February	5,265.20	4,260.00	5,272.90	4,258.95	
March	5,499.95	5,090.20	5,487.65	5,062.00	
April	5,550.00	4,869.80	5,550.05	4,897.75	
May	5,315.00	4,824.75	5,318.75	4,826.00	
June	5,745.00	5,145.00	5,747.95	5,144.05	
July	7,150.40	5,325.00	7,166.00	5,315.30	
August	7,400.00	6,427.50	7,396.15	6,426.05	
September	7,683.80	7,146.50	7,650.00	7,134.40	
October	8,377.20	7,080.00	8,274.05	7,075.00	
November	8,204.00	7,240.25	8,200.00	7,093.75	
December	8,869.95	7,563.10	8,827.95	7,557.00	

#### x) Stock Performance

The performance of the Company's shares relative to the BSE SENSEX and BSE SENSEX 200 for the year 2021 is given below:

Schaeffler India versus BSE SENSEX and BSE SENSEX 200 (January-December 2021)





# xi) Registrar and Share Transfer Agent [RTA]

The details are as under:

Name : Link Intime India Private Limited

Address: B-102 & 103, Shangrila Complex,

1st Floor, Opp. HDFC Bank

Near. Radhakrishna Char Rasta, Akota, Vadodara (Gujarat) - 390 020 INDIA Phone No.: +91 265-6136000

E-mail : <u>vadodara@linkintime.co.in</u>
Website : <u>www.linkintime.co.in</u>

'Link Intime India Private Limited' is acting as 'Registrar & Share Transfer Agent' for Company's equity shares in physical and dematerialised form.

#### xii) Share Transfer System

SEBI has mandated that no share can be transferred in physical mode effective April 1, 2019. Hence, the Company has stopped accepting any fresh lodgement of transfer of shares in physical form.

Effective April 1, 2019, as per SEBI Notification No. SEBI/LAD-NRO/GN/2018/24 dated June 8, 2018 and further amendment vide Notification No. SEBI/LAD-NRO/GN/2018/49 dated November 30, 2018, requests for effecting transfer of securities (except in case of transmission or transposition of securities) are not processed unless the securities are held in the dematerialised form with the depositories.

Shareholders holding equity shares in physical form are urged to have their shares dematerialized so as to be able to freely transfer them and participate in various corporate actions.

Trading in equity shares of the Company is permitted only in dematerialised form.

With an intention to expedite the process of share transmission, the Board of Directors has delegated authority in favour of Key Managerial Personnel, up to 5,000 shares per application. Further, the Board of Directors has delegated authority with regards to approval for issue of duplicate share certificates in lieu of lost/misplaced certificates, in favour of Stakeholders' Relationship Committee.

During the year, the Company had obtained, on half-yearly basis, a certificate, from a Company Secretary in Practice, certifying that no share certificate transfer request has been processed in view of restriction on processing transfer in physical mode pursuant to clause 40(1) of the Listing Regulations. Pursuant to the Securities and Exchange Board of India (Depositories and Participants) Regulations, 2018, certificates have been received from a Company Secretary in Practice for timely dematerialisation of Shares and for reconciliation of the Share Capital of the Company on a quarterly basis.

#### xiii) Information of Dividend

The unclaimed or unpaid amount of dividend declared for the financial year ended on December 31, 2014 is due for transfer to "Investor Education and Protection Fund (IEPF)" on May 31, 2022.

Entitled Members are requested to lodge their claims before the last date for claiming unpaid / unclaimed dividend as shown in the table below for the dividend in respective years.

Details of unclaimed and unpai	d dividend		
Dividend for year ended	Date of declaration of dividend	Amount due for transfer to IEPF on	Amount lying unpaid (₹) as on 31.12.2021
31.12.2014	24.04.2015	31.05.2022	594,862.50
31.12.2015	27.04.2016	30.05.2023	810,480.00
31.12.2016	21.04.2017	28.05.2024	944,484.50
31.12.2017	17.04.2018	24.05.2025	1,340,331.45
31.12.2018	30.04.2019	06.06.2026	1,562,130.27
31.12.2019	30.06.2020	30.07.2027	1,571,547.82
31.12.2020	27.04.2021	28.05.2028	1,210,640.00
Total amount lying unpaid a	s on December 31, 2021		8,034,476.54

# xiv) Distribution of shareholding

As on >			1	December 31, 2021		De	ecember 31, 2020	
Distribut Shareho			No. of shareholders¹	No. of shares held	% to Total shares	No. of shareholders1	No. of shares held	% to Total shares
1	-	500	22,082	673,521	2.15	15,774	627,286	2.01
501	-	1000	284	209,081	0.67	268	197,688	0.63
1001	-	2000	139	198,483	0.63	118	171,183	0.55
2001	-	3000	52	126,179	0.40	44	106,130	0.34
3001	-	4000	19	68,233	0.22	16	57,229	0.18
4001	-	5000	21	93,867	0.30	15	67,577	0.21
5001	-	10000	42	296,621	0.95	29	200,676	0.64
10001	-	above	100	29,594,749	94.67	89	29,832,965	95.44
		Total	22,739	31,260,734	100.00	16,353	31,260,734	100.00

 $<sup>^{</sup>m 1}$  Number of shareholders not clubbed based on unique Permanent Account Numbers.

#### xv) Category wise summary of Shareholding [As on December 31, 2021]

Sr. No.	Category	No. of shareholders¹	No. of shares	%
1	Promoters (Foreign entities)	4	23,172,647	74.13
2	Mutual Fund	22	4146151	13.26
3	Foreign Portfolio Investor (Corporate)	154	1614095	5.16
4	Public	20,460	1,387,941	4.44
5	Other Bodies Corporate	265	155849	0.50
6	Others	1,309	784,051	2.51
Total		22,214	31,260,734	100.00

<sup>&</sup>lt;sup>1</sup> Number of shareholders are clubbed based on unique Permanent Account Numbers.

#### xvi) Dematerialisation of Shares and liquidity

99.76% of the Paid-up Equity Share Capital is held in Dematerialised form with National Securities Depository Limited and Central Depository Services (India) Limited as on December 31, 2021.

	NSDL	CDSL	Physical	Total
Shares (nos.)	30,807,615	377,268	75,851	31,260,734
Shares (%)	98.55	1.21	0.24	100.00

# xvii) Outstanding GDRs/ADRs/Warrants or any convertible instruments, conversion date and likely impact on equity: NIL

# xviii) Commodity Price Risks or Foreign Exchange Risks and Hedging Activities:

The Company has adequate risk assessment and minimization system in place including for commodities as well as foreign exchange. The foreign exchange risk is managed through the hedging strategy of the Company which is reviewed periodically. The Company does not have material exposure for any commodity and accordingly, no hedging activities for the same is carried out. Therefore, there is no disclosure to offer in terms of circular of SEBI dated November 15, 2018.

#### xix) Plant Locations

The manufacturing activities are being carried out from the plants located at Vadodara, Savli, Pune and Hosur.

### xx) Address for correspondence

Shareholders / Beneficial owners are requested to correspond with the Company's RTA as shown in Para (xi) above with respect to any query, request, information or clarification pertaining to shares and are further advised to quote their folio number, DP & Client ID number as the case may be, in all correspondence with the RTA. Additionally, shareholders may correspond with the Company at the following addresses:

# **Registered & Corporate Office:**

15<sup>th</sup> Floor, (ASTP) Amar Sadanand Tech Park, Baner, Pune – 411 045 (MH) INDIA

Phone: +91 20 68198400 Fax: +91 20 6819 8405

E-mail: investorsupport.in@schaeffler.com

# xxi) Other useful information to shareholders ECS / NECS Facility

The Company uses "National Electronic Clearing Services" (NECS) facility for remitting dividend to its shareholders wherever available.

To enable remittance of dividend through NECS, Members are requested to provide their account number allotted to them by their respective banks after implementation of CBS. The account number must be provided to the Company in respect of shares held in physical form and to the Depository Participants in respect of shares held in electronic form.

#### **KYC**

Please refer to SEBI Circular No. SEBI/HO/MIRSD/MIRSD RTAMB/P/CIR/2021/655 dated November 3, 2021 issued by SEBI that mandates all the listed companies to record the PAN, Address with PIN code, Email address, Mobile Number, Bank Account details, Specimen Signature and Nomination by holders of physical securities. Necessary communication for KYC updation has been sent to the shareholders holding shares in physical mode.

Please refer to the SEBI circular dated January 25, 2022 bearing Circular No. SEBI/HO/MIRSD/MIRSD\_RTAMB/P/CIR/2022/8 pursuant to Issuance of Securities in dematerialized form in case of Investor Service Requests which states that henceforth listed companies shall issue the securities in dematerialized form only while processing certain service request. Investors holding securities in physical mode are advised to take a note of instructions mentioned in the said circular and get in touch with Link Intime India Private Limited, Registrar and Share Transfer Agent (RTA) of the Company for processing certain service requests. (Link: <a href="https://web.linkintime.co.in/KYC-downloads.html">https://web.linkintime.co.in/KYC-downloads.html</a>)



To avoid any inconvenience by shareholder holding share(s) in Physical form in future for investor service request, they are hereby informed to comply with the said circulars.

#### 12. DISCLOSURES

- i) The Board has received disclosures from the Senior Management relating to material, financial and commercial transactions, where they and / or their Relatives have personal interest. There are no materially significant Related Party Transactions of the Company, which have potential conflict with the interest of the Company at large; however, transactions with Related Parties as per requirements of applicable Accounting Standard are disclosed under notes to accounts.
- ii) All transactions with Related Party, as defined under the Companies Act, 2013, the Listing Regulations, during the year were in ordinary course of business and at arm's length basis and do not attract provisions of Section 188 of the Companies Act, 2013. The Board has approved a policy on dealing with related party transactions, and the same has been uploaded on the Company's website at
  - https://www.schaeffler.co.in/remotemedien/media/ shared media rwd/03 worldwide 1/websites worldwide/india 3/investor relations/corporate governance 1/codes and policies/Amended RPT Policy SIL 01-04-2022pdf.pdf
- iii) The Company has established Vigil Mechanism to provide for safeguarding against victimisation of Directors and employees who follow such mechanism. The Board has approved Whistle Blower Policy / establishment of Vigil Mechanism pursuant to the provisions of the Companies Act, 2013 and the Listing Regulations and is available at
  - https://www.schaeffler.co.in/remotemedien/media/shared\_media\_rwd/03\_worldwide\_1/websites\_worldwide/india\_3/investor\_relations/corporate\_governance\_1/codes\_and\_policies/vigil\_mechanism\_or\_whistle\_blower\_policy\_schaeffler\_india\_2019.pdf

As per the Policy, no personnel are denied access to the Audit Committee.

- iv) There have been no instances of non-compliance and no penalties or strictures have been imposed on the Company on any matter relating to the capital markets, either by Stock Exchanges, the Securities and Exchange Board of India or any other statutory authority during the last three years.
- The Company has adopted and complied with mandatory requirements as per provisions of the Listing Regulations. Some of the non-mandatory requirements have also been complied with.
- vi) The requisite certificates from CEO and CFO were placed before the Board Meetings for consideration.

- vii) The Company has complied with the Corporate Governance requirements specified in Regulations 17 to 27 and clauses (b) to (i) of sub-regulation (2) of Regulation 46 of the Listing Regulations.
- viii) To determine 'Material Subsidiary', the Company has adopted a 'Policy on Determination of 'Material' Subsidiary and the same has been hosted on the website of the Company on the following web link
  - https://www.schaeffler.co.in/remotemedien/media/ shared media rwd/03 worldwide 1/websites worldwide/india 3/investor relations/corporate governance 1/codes and policies/policyon determination of material subsidiary schaeffler india.pdf
- ix) The Company has formulated the Dividend Distribution Policy as required under Regulation 43A of the Listing Regulations and the same is annexed as Annexure - A to this report and also available on the website of the Company at
  - https://www.schaeffler.co.in/remotemedien/media/ shared media rwd/03 worldwide 1/websites worldwide/india 3/investor relations/corporate governance 1/codes and policies/Annexure 8b Dividend Distribution Policy.pdf
- Disclosures required under the Sexual Harassment of Women at workplace (Prevention, Prohibition and Redressal) Act, 2013 have been included in the Directors' Report which forms part of the Annual Report.
- xi) During the year under review, there were no instances wherein recommendation of any Committee of the Board, which is mandatorily required for approval of the Board, were not accepted by the Board.
- xii) Details of total fees for all services paid by the Company to the Statutory Auditor and all entities in the network firm / network entity of which the Statutory Auditor is a part have been included in the notes to financial statements which forms integral part of the Annual Report.
- xiii) A Certificate required from a Practicing Company
  Secretary with regards to debarment / disqualification
  of any of the Directors on the Board of the Company
  from being appointed or continuing as Directors of the
  Company by the SEBI / Ministry of Corporate Affairs or
  any such statutory authority is annexed as Annexure B
  to this report.
- xiv) Details of utilization of funds raised through preferential allotment or qualified institutions placement as specified under Regulation 32(7A) of the Listing Regulation:

  Not Applicable
- xv) Details of Loans and advances in the nature of loans to firms/companies in which directors are interested by name and amount: Not Applicable

# 13. Demat suspense Account / Unclaimed suspense account

The Company has transferred shares, the certificates of which remained unclaimed to the Unclaimed Suspense Account of the Company and these shares are being held by the Company in Demat form on behalf of the beneficial owners of the said shares.

The disclosures with respect to the Unclaimed Suspense Account are as under:

Particulars	Number of shareholders	Number of shares
Aggregate number of shareholders and the outstanding shares in the suspense account lying at the beginning of the year	35	2,785
Number of shareholders who approached listed entity for transfer of shares from suspense account during the year	2	150
Number of shareholders to whom shares were transferred from suspense account during the year	2	150
Number of shareholders whose shares were transferred to the Investor Education and Protection Fund	3	80
Aggregate number of shareholders and the outstanding shares in the suspense account lying at the end of the year	30	2,555

The voting rights on the shares in the Unclaimed Suspense Account shall remain frozen till the rightful owner of such shares claims the shares.

# Adoption of Discretionary Requirements [Reg. 27(1) read with Part E of Schedule II of the Listing Regulations]

#### A) The Board

Mr. Avinash Gandhi, Non-Executive Chairman, is entitled to maintain a Chairman's office at the Company's expense and also allowed reimbursement of expenses incurred in performance of his duties.

# B) Modified Opinion(s) in Audit Report

The Auditors have issued Audit Report for the year 2021 with unmodified opinion(s).

#### C) Reporting of Internal Auditor

The Head of Internal Audit reports to the Chairperson of the Audit Committee.

For and on behalf of the Board

# Avinash Gandhi

Chairman DIN: 00161107

New Delhi: February 16, 2022

To,

The Members of Schaeffler India Limited

# **Re.: Declaration by CEO**

I, HARSHA KADAM, Managing Director of Schaeffler India Limited, hereby declare that to the best of my knowledge and belief, all members of the Board of Directors and Senior Management Personnel have confirmed compliance with Company's Code of Conduct for the year ended on December 31, 2021.

Harsha Kadam

Managing Director DIN: 07736005

New Delhi: February 16, 2022



# **Dividend Distribution Policy**

(Annexure - A to Corporate Governance Report)

#### 1. Introduction

In accordance with the provisions of Regulation 43A of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) (Second Amendment) Regulations, 2016 made effective from July 8, 2016, the top five hundred listed entities based on market capitalization (calculated as on March 31 of every financial year) are required to formulate 'Dividend Distribution Policy'. The 'Schaeffler India Limited' is ranked 141 as on the effective date of regulation (published in the Official Gazette on July 8, 2016), and therefore this 'Dividend Distribution Policy' (the Policy) is formulated with an objective and scope as under. This Policy will come into effect from the effective date of regulation i.e. July 8, 2016.

#### 2. Objectives

The Company is committed to adhere to the highest standards of ethical, moral and legal conduct of business operations with an ultimate aim to increase the value of investment made by the Shareholders. This Policy is aimed for the investors to take a well informed decision for their investment based upon the Company's criteria to deal with earned / retained profits.

#### 3. Scope

This Policy intends to bring transparency, on the basis to prevailing circumstances in the Company / Industry – it operates, with respect to deal with distribution of earned / retained profit amongst its existing equity shareholders. This Policy is and shall be governed under the applicable legal provisions viz;

- 1. The Companies Act 2013 (Chapter VIII and other applicable provisions),
- Securities And Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015,
- The Companies (Declaration and Payment of Dividend) Rules, 2014 and
- Any amendment therein made applicable from time to time.

# 4. Definitions:

- 4.1 "Act" means the Companies Act, 2013, or any statutory modification or re- enactment thereof and includes any Rules and Regulations framed thereunder.
- 4.2 "Company" means Schaeffler India Limited.
- 4.3 "Dividend" Under Section 2(35) of the Companies Act, 2013, "Dividend" includes any 'interim dividend'. In common parlance, "dividend" means the profit of a

- company, which is not retained in the business and is distributed among the shareholders in proportion to the amount paid-up on the shares held by them.
- 4.4 **"Free Reserves"** means reserves the utilisation of which is not restricted in any manner.
- 4.5 "Interim Dividend" means the Dividend declared in a Meeting of the Board of Directors.
- 4.6 "Member" means any person who agrees, either by subscribing to the Memorandum of Association of the company or by applying in writing, to become a Member of the company and whose name is entered either in the Register of Members of the company or in the records of the depository as a beneficial owner in respect of the shares of the Company held by him.

#### 5. Policy on Declaration of Dividend

The Company may declare dividend considering;

- The circumstances under which its shareholders can or cannot expect dividend, which includes;
  - i) The Company's Performance trend,
  - Past years' (at least 5 years) track record of Dividend Rate, Dividend Outflow including taxes thereon.
- B) The Company's Financial Parameters, including;
  - i) Company's Profitability,
  - ii) Value Added,
  - iii) Earning per Share [EPS]
  - iv) Free Cash Flow
- C) Internal & External Factors, including;
  - Business / Financial Projections for Mid Term Period,
  - ii) Unplanned Liabilities,
  - iii) Likely financial risks,
  - iv) Regulatory Changes,
  - Industry trend, market challenges and growth optimism
- D) Mode of utilisation of retained earnings, including;
  - i) Business Growth & Expansion,
  - ii) Market Development,
  - iii) Better Resources Utilisation,

About Performance Business Sustainability Statutory Financial Notice
Schaeffler Review Segments Review Reports Statements

#### **Corporate Governance Report**

- iv) Research & Development,
- v) Reducing Long Term Liabilities
- vi) Dividend

And

E) Other parameters as decided by the Board, provided the Policy is revised to the extent of incorporating those parameters and disclosed on the Company's website together with its rationale.

#### 6. Target Dividend

- The Company has adopted a progressive dividend policy, intending to sustain or raise the dividend each year, in conjunction with the financial performance and cash profit generation each year.
- Subject to the circumstances and scenarios mentioned in the Policy, the Company shall endeavour to consider a total dividend pay-out ratio in the range of 30% to 50% of the annual standalone profits after tax (PAT) to be announced by the Company from time to time, subject to the applicable rules and regulations.

# 7. Distribution of Dividend

- A) Periodicity:
  - i) During the Financial Year –

The Board of Directors of the Company may declare Interim Dividend during any financial year.

ii) On Completion of Financial Year -

The Board of Directors of the Company may recommend a Dividend for respective financial year and may be declared in the Annual General Meeting.

B) Dividend Entitlement:

The members, whose name appear in the Register of Members as on the Record Date / Book Closure, shall be entitled for the dividend.

#### C) Mode of Payment:

The payment of the dividend would be in cash;

- Through electronic clearing services (local, regional or national), direct credit, real time gross settlement, national electronic funds transfer etc. for making payment of dividend. OR
- Through issuance of 'payable-at-par' warrants/ cheques / demand drafts, in case where bank details are not available or the electronic payment instructions have failed or have been rejected by the bank,

#### D) Transfer to IEPF:

The dividend remained unpaid and unclaimed for a period of 7 years (as per the provisions of sections 124(5) of the Companies Act 2013) shall be transferred to Investors Education and Protection Fund set up by the Government in that regard.

# B. Policy Review / Amendments

In case of any subsequent changes in the provisions of the Companies Act, 2013 or any other regulations which makes any of the provisions in the Policy inconsistent with the Act or regulations, then the provisions of the Act or regulations would prevail over the Policy and the provisions in the Policy would be modified in due course to make it consistent with law.

# i. Statutory Updates

This Policy shall be considered as updated automatically, without any formal approval, to the extent it needs to be aligned with any change in law. An update thereon would be reported to the Board of Directors.

# ii. Other updates

All major procedural updates, shall be effective only if,thosearecarriedoutafterthereviewandapprovalofthe Board of Directors.



# Corporate Governance Certificate

For the Financial Year ended December 31, 2021

[Pursuant to Schedule V - Part E of SEBI (Listing Obligations and Disclosure Requirements) Regulation, 2015]

#### To the Members of Schaeffler India Limited

We have examined the compliance of the conditions of Corporate Governance by Schaeffler India Limited for the year ended December 31, 2021 as per the relevant provisions of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

The Compliance of conditions of Corporate Governance is the responsibility of the Company's Management. Our examination was limited to the procedures and implementation thereof, adopted by the Company for ensuring the compliance of the conditions of Governance. It is neither an audit nor an expression of an opinion on the financial statement of the Company.

In our opinion and to the best of our information and according to the explanations given, we certify that the Company has complied with the conditions of Corporate Governance as stipulated in the above-mentioned Listing Regulations.

We state that in respect of investor grievances received during the year ended December 31, 2021, no investor grievance is pending against the Company, as per the records maintained by the Company and presented to the Stakeholders Relationship Committee.

We further state that such compliance is neither an assurance as to the future viability of the Company nor the efficiency or effectiveness with which the Management has conducted the affairs of the Company.

Suresh Kumar Kabra

Partner

Samdani Kabra & Asso.

Company Secretaries PR No. 884/2020 ACS No. 9711 CP No. 9927

UDIN: A009711C002521968

Schaeffler India Limited

Place: Vadodara
Date: February 16, 2022

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# Certificate of Non-Disqualification of Directors

(Annexure B to Corporate Governance Report)

[Pursuant to Regulation 34 (3) and Schedule V Part C Clause 10 (i) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

#### To the Members of Schaeffler India Limited

We have examined the Registers, Papers, Books, Records, Forms, Returns, Declarations, Disclosures and other related documents, of Schaeffler India Limited (the Company), having CIN: L29130PN1962PLC204515, situated at 15<sup>th</sup> Floor, ASTP (Amar Sadanand Tech Park) Baner Pune, Pune-411045, Maharashtra, India, as produced before us by the Company for the purpose of issuing this Certificate, in accordance with Regulation 34(3) read with Schedule V Para C Clause 10(i) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

In our opinion and to the best of our information and according to the verifications (including Directors Identification Number (DIN) status at the portal <a href="www.mca.gov.in">www.mca.gov.in</a>) as considered necessary and explanations furnished to us by the Company, its officers and representatives, we hereby certify that none of the Directors on the Board of the Company, as stated below for the Financial Year ending on December 31, 2021, have been debarred or disqualified from being appointed or continuing as Director of the Company by the Securities and Exchange Board of India, Ministry of Corporate Affairs, or any such other Statutory Authority.

_			
Sr. No.	Name of the Director	DIN	Date of Appointment
1.	Mr. Arvind Balaji	00557711	06/11/2019
2.	Mr. Avinash Gandhi	00161107	20/04/2006
3.	Mr. Dharmesh Arora	05350121	06/03/2017
4.	Mr. Harsha Kadam	07736005	01/10/2019
5.	Ms. Renu Challu	00157204	06/11/2014
6.	Mr. Satish Patel	00690869	13/02/2019
7.	Mr. Amit Kalyani	00089430	11/02/2020
8.	Ms. Eranti V. Sumithasri	07087197	15/07/2020
9.	Ms. Corinna Schittenhelm	09257159	12/09/2021
10.	Mr. Andreas Schick	09257160	28/10/2021

During the period under review, Mr. Jurgen Ziegler (DIN: 07092477) and Mr. Klaus Rosenfeld (DIN: 07087975) has resigned as Director of the company on 22/07/2021 and 29/10/2021 respectively. Ms. Corinna Schittenhelm (DIN: 09257159) and Mr. Andreas Schick (DIN: 09257160) has been appointed as Non-Executive, Non-Independent Director of the Company with effect from 12/09/2021 and 28/10/2021 respectively.

Ensuring the eligibility for the appointment/continuity of every Director on the Board is the responsibility of the Management of the Company. Our responsibility is to express an opinion on these, based on our verification. This certificate is neither an assurance as to the future viability of the Company nor of the efficiency or effectiveness with which the management has conducted the affairs of the Company.

Suresh Kumar Kabra

Partner

Samdani Kabra & Asso.

Company Secretaries
PR No. 884/2020
ACS No. 9711
CP No. 9927
UDIN: A009711C002522232

Place: Vadodara Date: February 16, 2022