www.admanumfinance.com

# **AD-MANUM FINANCE LIMITED**



## AD-MANUM FINANCE LIMITED

DETAILED PROFILE OF Mr. ASEEM TRIVEDI (DIN NO: 01244851)

Name of Independent Director

Mr. Aseem Trivedi

Qualification

Chartered Accountant

DIN

01244851

Date of Birth .

15.07.1971

Date of Re-appointment as

Independent Director

25.09.2014

Professional / Experience specific functional area

He is a Practicing Chartered Accountant having in

Knowledge in Teaching field from last Several

Years.





Date: 26.09.2014

To, Mr. Aseem Trivedi 630 Sneh Nagar Behind Lotus Showroom Indore 45200! (M.P)

Dear Sir.

## Sub: - Re-appointment as an Independent Director

We thank you for your confirmation to Ad-Manum Finance Limited (The "Company") that you meet the "independence" criteria as envisaged in Section 149(6) of the Companies Act, 2015 ("the Act") and Clause 49 of the Listing Agreement and also for your consenting to hold office as a director of the company.

Pursuant to your confirmation, we are pleased to confirm that at the Annual General Meeting held on 25<sup>th</sup> September 2014, members have approved your re-appointment as an Independent Director of the Company to hold office for a term for five consecutive years upto 31<sup>st</sup>March 2019.

This letter sets out the terms of your re-appointment as an Independent Director.

The terms of your appointment, as set out in this letter, are subject to the extant provision of the (i) applicable laws, including the Companies Act, 2013 (as amended from time to time) and Clause 49 of the listing Agreement (as amended from time to time) and (ii) Articles of Association of the Company ("AOA")

## 1. Appointment

Your re-appointment is for a term of 5 years consecutive years' upto 31<sup>st</sup> March, 2019, unless terminated earlier of extended, as per the provisions of this letter or applicable laws ("Term")

As an Independent Director you will not be liable to retire by rotation.

#### 2. Committees

As per the Board's current assessment, you will be the member of Audit Committee, Stakeholder Relationship Committee, Nomination and Remuneration Committee, Risk Management Committee of the Board.

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The Board may reconstitute the composition of any / all Committees, from time to time, and any such change shall be promptly communicated to you. In such an event you may also be required to serve on other Committees of the Board.

## 3. Code of Conduct, Duties and Responsibilities

- 1. As member of the Board you along with the other Directors will be collectively responsible for meeting the objectives of the Board which include.
- Requirements under the Companies Act, 2013
- Responsibilities of the Board as outlined in the Corporate Governance requirements as prescribed by Stock Exchanges under Clause 49 of the Listing Agreement
- Accountability under the Director' Responsibility Statement,
- Overseeing the maintenance of high standards of values and ethical conduct of business,
- You shall abide by the 'Code for an Independent Directors' as outlined in Schedule IV to section 149(8) of the Act, and duties of directors as provided in the Act (including Section 166) and in clause 49 of the Listing Agreement.
- 3. You will abide by the Ad-Manum Finance Ltd. Code of Conduct Applicable to Board Members and Senior Management to the extent applicable to an Independent Director of the Company as provided to you.
- 4. You are expected to stay updated on how best to discharge your roles, responsibilities, and duties and liabilities, as an Independent Director of the Company under applicable law, including keeping abreast of current changes and trends in economic, political, social, financial, legal and corporate governance practices.

### 5. You are expected to:

- (i) Take decisions objectively and solely in the interests of the company.
- (ii) Facilitate Company's adherence to high standards of ethics and corporate behavior;
- (iii) Guide the Board in monitoring the effectiveness of the company's governance practices and to recommend changes, required if any;





- (iv) Guide the Board in monitoring and managing potential conflicts of interest of Management, Board Members and stakeholders, including misuse of corporate assets and abuse in related party transactions;
- (v) Guide the Board in ensuring the integrity of the company's accounting and financial reporting systems, including the independent audit, and that appropriate systems of control are in place, in particular, systems for risk management, financial and operational control, and compliance with the law and relevant standards.

#### 4. Remuneration

As an Independent Director you shall be paid sitting fees for attending the meeting of the Board and the Committees of which you are a member as fixed by the Board from time to time.

Further, the Company may pay or reimburse to you such fair and reasonable expenditure, as may have been incurred by you while performing your role as an Independent Director of the company. This could include reimbursement of expenditure incurred by you for attending Board / Committee meetings, Annual General Meetings, Extraordinary General Meetings, court convened meetings, meetings with shareholders / creditors / management, site visits, induction and training (organized by the Company for Directors) and in obtaining, subject to prior consultation with the Board, professional advice from independent advisors in the furtherance of your duties as an independent advice from independent advisors in the furtherance of your duties as an independent Directors.

## 5. Disclosures, other directorships and business interests

During the Term, you agree to promptly notify the Company of any change in your directorships, and provide such other disclosures and information as may be required under the applicable laws. You also agree that upon becoming aware of any potential conflict of interest with your position as independent Director of the Company, you shall promptly disclose the same to the chairman and the Company Secretary. Please confirm that as on date of this letter, you have no such conflict of interest issues with your existing directorship. During your term, you agree to promptly provide a declaration under Section 149(7) of the Act, upon any change in circumstances which may affect your status as an Independent Director.

## 6. Changes of personal Details.





During the term, you shall promptly intimate the Company Secretary and the Registrar of Companies in the prescribed manner, of any change in address or other contact and personal detail provided to the Company.

#### 7. Termination

Your directorship on the Board of the Company shall terminate or case in accordance with law. You may resign from the directorship of the Company by giving a notice in writing to the company stating the reasons for resignation. The resignation shall take effect from the date on which the notice is received by the Company or the date, if any, specified by you in the notice, whichever is later. If at any stage during the Term, there is a change that may affect you status as an Independent Director as envisaged in Section 149(6) of the Act or if applicable, you fail to meet the criteria for "Independence" under the provisions of Clause 49 of the Listing Agreement, you agree to promptly submit your resignation to the Company with effect from the date of such change.

#### 8. Cooperation

In the event of any claim or litigation against the company, based upon any alleged conduct, act or omission on your part during your Term, you agree to render all reasonable assistance and cooperation to the Company and provide such information and documents as are necessary and reasonably requested by the Company or its

#### 9. Confidentiality

You will keep the Information of the company acquired during the term of your directorship, confidential during the tenure as an Independent Director of the Company and till 3 years from the date of vacation of your office of director of the

#### 10. Miscellaneous

This letter represents the entire understanding, and constitutes the whole agreement, in relation to your appointment, without prejudice to the generality of the foregoing, excludes any warranty, condition or other undertaking at law or by custom.

No waiver or modification this letter shall be valid unless made in writing and signed

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As per Clause 49 of the Listing Agreement, if applicable, this letter along with your detailed profile shall be disclosed on the website of the Company and the relevant stock exchange.

## 11. Acceptance of Appointment

We are confident that the Board and the Company will benefit immensely from your rich experience and we are eager to have you as an integral part of the growth of our Company. If these terms of appointment are acceptable to you, please confirm your acceptance by signing and returning the enclosed copy of this letter.

We thank you for your continued support and commitment to the Company.

Yours faithfully /

For:- Ad-Manum Finance Limited

(Jayanta Nath Choudhury) Director- In-Charge & CEO

Corporate Office: "AGARWAL HOUSE", Ground Floor, 5, Yeshwant Colony, INDORE 452 003 (M.P.)



## AD-MANUM FINANCE LIMITED

## DETAILED PROFILE OF Mr. DEVI PRASAD KORI (00045069)

Name of Independent Director : Mr. Devi Prasad Kori

Qualification : Post Graduate in Commerce

DIN : 00045069

Date of Birth : 18.03.1965

Date of Re-appointment as : 30.07.2005

Independent Director

Professional / Experience in : He is Post Graduate & also Director of the Company specific functional area

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Date: 26.09.2014

To, Mr. Devi Prasad Kori H.No. 144, Kh Bajrang Nagar Indore (MP) 452002

Dear Sir,

## Sub: - Re-appointment as an Independent Director

We thank you for your confirmation to Ad-Manum Finance Limited (The "Company") that you meet the "independence" criteria as envisaged in Section 149(6) of the Companies Act, 2015 ("the Act") and Clause 49 of the Listing Agreement and also for your consenting to hold office as a director of the company.

Pursuant to your confirmation, we are pleased to confirm that at the Annual General Meeting held on 25<sup>th</sup> September 2014, members have approved your re-appointment as an Independent Director of the Company to hold office for a term for five consecutive years upto 31<sup>st</sup>March 2019.

This letter sets out the terms of your re-appointment as an Independent Director.

The terms of your appointment, as set out in this letter, are subject to the extant provision of the (i) applicable laws, including the Companies Act, 2013 (as amended from time to time) and Clause 49 of the listing Agreement (as amended from time to time) and (ii) Articles of Association of the Company ("AOA")

## 1. Appointment

Your re-appointment is for a term of 5 years consecutive years' upto 31st March, 2019, unless terminated earlier of extended, as per the provisions of this letter or applicable laws ("Term")

As an Independent Director you will not be liable to retire by rotation.

#### 2. Committees

As per the Board's current assessment, you will be the member of Audit Committee, Stakeholder Relationship Committee, Nomination and Remuneration Committee & Corporate Social Responsibility Committee.

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The Board may reconstitute the composition of any / all Committees, from time to time, and any such change shall be promptly communicated to you. In such an event you may also be required to serve on other Committees of the Board.

## 3. Code of Conduct, Duties and Responsibilities

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- Responsibilities of the Board as outlined in the Corporate Governance requirements as prescribed by Stock Exchanges under Clause 49 of the Listing Agreement
- Accountability under the Director' Responsibility Statement,
- Overseeing the maintenance of high standards of values and ethical conduct of business,
- You shall abide by the 'Code for an Independent Directors' as outlined in Schedule IV to section 149(8) of the Act, and duties of directors as provided in the Act (including Section 166) and in clause 49 of the Listing Agreement.
- 3. You will abide by the Ad-Manum Finance Ltd. Code of Conduct Applicable to Board Members and Senior Management to the extent applicable to an Independent Director of the Company as provided to you.
- 4. You are expected to stay updated on how best to discharge your roles, responsibilities, and duties and liabilities, as an Independent Director of the Company under applicable law, including keeping abreast of current changes and trends in economic, political, social, financial, legal and corporate governance practices.

## 5. You are expected to:

- (i) Take decisions objectively and solely in the interests of the company.
- (ii) Facilitate Company's adherence to high standards of ethics and corporate behavior;
- (iii) Guide the Board in monitoring the effectiveness of the company's governance practices and to recommend changes, required if any;





- (iv) Guide the Board in monitoring and managing potential conflicts of interest of Management, Board Members and stakeholders, including misuse of corporate assets and abuse in related party transactions;
- (v) Guide the Board in ensuring the integrity of the company's accounting and financial reporting systems, including the independent audit, and that appropriate systems of control are in place, in particular, systems for risk management, financial and operational control, and compliance with the law and relevant standards.

## 4. Remuneration

As an Independent Director you shall be paid sitting fees for attending the meeting of the Board and the Committees of which you are a member as fixed by the Board from time to time.

Further, the Company may pay or reimburse to you such fair and reasonable expenditure, as may have been incurred by you while performing your role as an Independent Director of the company. This could include reimbursement of expenditure incurred by you for attending Board / Committee meetings, Annual General Meetings, Extraordinary General Meetings, court convened meetings, meetings with shareholders / creditors / management, site visits, induction and training (organized by the Company for Directors) and in obtaining, subject to prior consultation with the Board, professional advice from independent advisors in the furtherance of your duties as an independent Directors.

## 5. Disclosures, other directorships and business interests

During the Term, you agree to promptly notify the Company of any change in your directorships, and provide such other disclosures and information as may be required under the applicable laws. You also agree that upon becoming aware of any potential conflict of interest with your position as independent Director of the Company, you shall promptly disclose the same to the chairman and the Company Secretary. Please confirm that as on date of this letter, you have no such conflict of interest issues with your existing directorship. During your term, you agree to promptly provide a declaration under Section 149(7) of the Act, upon any change in circumstances which may affect your status as an Independent Director.

6. Changes of personal Details.







During the term, you shall promptly intimate the Company Secretary and the Registrar of Companies in the prescribed manner, of any change in address or other contact and personal detail provided to the Company.

#### 7. Termination

Your directorship on the Board of the Company shall terminate or case in accordance with law. You may resign from the directorship of the Company by giving a notice in writing to the company stating the reasons for resignation. The resignation shall take effect from the date on which the notice is received by the Company or the date, if any, specified by you in the notice, whichever is later. If at any stage during the Term, there is a change that may affect you status as an Independent Director as envisaged in Section 149(6) of the Act or if applicable, you fail to meet the criteria for "Independence" under the provisions of Clause 49 of the Listing Agreement, you agree to promptly submit your resignation to the Company with effect from the date of such change.

## 8. Cooperation

In the event of any claim or litigation against the company, based upon any alleged conduct, act or omission on your part during your Term, you agree to render all reasonable assistance and cooperation to the Company and provide such information and documents as are necessary and reasonably requested by the Company or its counsel.

#### 9. Confidentiality

You will keep the Information of the company acquired during the term of your directorship, confidential during the tenure as an Independent Director of the Company and till 3 years from the date of vacation of your office of director of the company.

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As per Clause 49 of the Listing Agreement, if applicable, this letter along with your detailed profile shall be disclosed on the website of the Company and the relevant stock exchange.

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Yours faithfully

For:- Ad-Manum Finance Limited

(Jayanta Nath Choudhury) Director- In-Charge & CEO



## **AD-MANUM FINANCE LIMITED**

## **DETAILED PROFILE OF CA VISHNU GUPTA (DIN NO: 01416704)**

Name of Independent Director : CA Vishnu Gupta

Qualification : Chartered Accountant

DIN : 01416704

Date of Birth : 01.02.1967

Date of Re-appointment as an : 25.09.2014

Independent Director

Professional / Experience in Specific functional area : He is a Practicing Chartered Accountant.

Corporate Office: "AGARWAL HOUSE", Ground Floor, 5, Yeshwant Colony, INDORE 452 003 (M.P.)



Date: 26.09.2014

To, CA Vishnu Gupta 205 RP Apartment, 291/1 R.S. Bhandari Marg Race Course Road Indore 452003 (M.P.)

Dear Sir,

# SUB: - RE-APPOINTMENT OF CA VISNU GUPTA AS AN INDEPENDENT DIRECTOR

We thank you for your confirmation to Ad-Manum Finance Limited (The "Company") that you meet the "independence" criteria as envisaged in Section 149(6) of the Companies Act, 2015 ("the Act") and Clause 49 of the Listing Agreement and also for your consenting to hold office as a director of the company.

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- (iii) Guide the Board in monitoring the effectiveness of the company's governance practices and to recommend changes, required if any;
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We thank you for your continued support and commitment to the Company.

Yours faithfully

FOR:- AD-MANUM FINANCE LIMITED

(JAYANTA NATH CHOUDHURY) DIRECTOR IN CHARGE & CEO

DIN NO: 00136766

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