



SHYAMA COMPUTRONICS AND SERVICES LIMITED
(Formerly known as Shyama Infosys Limited)

**CODE OF CONDUCT FOR DIRECTORS AND SENIOR
MANAGEMENT PERSONNEL**

Effective- May 29, 2024

[As approved by Board of Directors on May 29, 2024]

Shyama Computronics and Services Limited

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CODE OF CONDUCT FOR DIRECTORS AND SENIOR MANAGEMENT PERSONNEL

1. INTRODUCTION

Shyama Computronics and Services Limited's (formerly known as Shyama Infosys Limited) (hereinafter referred to as "Company") has formulated the this Code of Conduct for the Directors and Senior Management Personnel of the Company (hereinafter referred to as "Code") in accordance with Regulation 17(5) of the SEBI (Listing Obligation and Disclosure Requirement) Regulations, 2015 (hereinafter referred to as "Listing Regulations"). This Code shall also be treated as Code of Business Ethics for the purpose of Schedule IV of the Companies Act, 2013 (hereinafter referred to as "Act").

This Code is applicable to all the Directors and Senior Management Personnel's of the Company. The Company urges all its Directors and SMP's to be thoroughly familiar with the contents of this Code and to use it as a guideline in fulfillment of their responsibilities towards the Company.

The Board has adopted the Code at its meeting held on 29th May, 2024, which can be amended from time to time.

2. DEFINITIONS

"Company" means Shyama Computronics and Services Limited's (formerly known as Shyama Infosys Limited).

"Directors" mean all the members of the Board of Directors of the Company.

"Independent Director" shall mean the Board Members as defined under Section 2 (47) read with Section 149(6) of the Companies Act, 2013 and Regulation 16(1) (b) of Listing Regulations.

"Senior Management Personnel" (SMP) mean the officers and personnel of the listed entity who are members of its core management team, excluding the Board of Directors, and shall also comprise all the members of the management one level below the Chief Executive Officer or Managing Director or Whole Time Director or Manager (including Chief Executive Officer and Manager, in case they are not part of the Board of Directors) and shall specifically include the functional heads, by whatever name called and the Company Secretary and the Chief Financial Officer.

"Compliance Officer" shall mean the Company Secretary of the Company.

3. CONDUCT OF BUSINESS

The Directors and SMP's shall conduct the Company's business in an efficient and transparent manner for meeting its obligations to shareholders and other stakeholders.

The Directors and SMP's shall not be involved in any activity that would have any adverse effect on the objectives of the Company or against national interest. The corporate objectives to be pursued shall be to sustain the competitive edge of the Company and not to indulge in any activity which is detrimental to the society at large.

4. CONFLICT OF INTEREST

Directors and SMP shall not engage in any business, relationship or activity which may be in conflict with the interests of the Company. A conflict of interest occurs when personal interest of a Director or SMP (including members of their immediate family) conflicts in any way, or even appears to conflict, with the interest of the Company as a whole. A conflict of interest also arises when a Director or SMP or a member of his or her immediate family is likely to receive undue personal benefit as a result of his or her position as a Director or SMP of the Company.

Directors and SMP shall not exploit an opportunity arising while being associated with the Company for his personal gain either directly or indirectly. Directors and Employees shall not exploit for their own personal gain, opportunities that are discovered through the use of Company's property, information or position. Business affiliates such as suppliers, vendors, distributors, retailers, contractors, etc. of the Company shall be selected with an absolutely unbiased approach and not under any undue influence.

If any transactions which prima facie appear to be conflicting with the interest of the Company but are unavoidable, the Director or SMP involved in such transaction should disclose the same to the Board.

5. GIFTS/GRATUITIES/BRIBERY

Directors and SMP's of the Company, including members of their immediate families, shall not request or accept any gift, donations, hospitality, kick-back, compensation, illegal payments or comparable benefits of any kind directly or indirectly from any organization or individual which has business association or competes with the Company, or from any organization or individual with which the Company does or is likely to do business. However, routine two-way exchanges of normal business courtesies, which might reasonably be expected to be exchanged in the ordinary course of business or nominal gifts of commemorative nature, for special events / occasions could, however, be accepted or offered.

Directors and SMP shall ensure that they follow all anti-bribery and anti-corruption laws.

6. PROTECTION & PROPER USE OF COMPANY'S ASSETS & RESOURCES

Company's assets including its intellectual property must be safeguarded against any damage, waste, theft, illegal or unlawful use. The Directors and the SMP's must take all reasonable steps to ensure the same. Further they must ensure that equipment/facilities/amenities provided to him/her by the

Company for discharge of his/her duties in terms of his/her employment are used with proper care and diligence and return the possession thereof upon his/her resignation, termination or retirement from the services of the Company, as the case may be.

The Directors and SMP shall ensure that any property of the Company under their control shall not be used for personal benefit, sold, given away in the form of loan or otherwise disposed of, regardless of its condition or value, without proper authorization.

7. COMPLIANCE WITH LAWS, RULES AND REGULATIONS

Directors and SMP's shall meticulously comply with all applicable laws, rules and regulations, in all areas and geographies where the Company operates, both in letter and spirit. In order to assist the Company in promoting lawful and ethical behavior, Directors and SMP's must report any possible violation of law, rules, regulation or the Code to the Managing Director. Where any provision of the Code conflicts or is inconsistent with applicable law, the provisions of that law must be complied with and would override this Code.

8. INSIDER TRADING

All Directors and SMP's shall strictly adhere to the Company's 'Code of Conduct to Regulate, Monitor and Report Trading by Designated Persons' and 'Code of Practices and Procedures for Fair Disclosures of Unpublished Price Sensitive Information' formulated in accordance with SEBI (Prohibition of Insider Trading) Regulations, 2015 as amended from time to time.

9. CONFIDENTIALITY

Confidential information, including commercial secrets, technologies, advertising and sales promotion plans, customer details, unpublished price sensitive information or any information concerning the Company's business, its customers, suppliers etc., which is not in public domain and to which the Directors or SMP's have access, must be held in confidence, unless authorized to do so and when disclosure is required as a requirement of law.

The Directors and SMP of the Company shall not use confidential knowledge for their direct or indirect personal advantage or for the advantage of any other entity in which they have a direct or indirect interest.

10. WHISTLE BLOWER – REPORTING OF ILLEGAL OR UNETHICAL BEHAVIOR

The Company shall promote ethical behavior in all the spheres of its business operations. The Employees are free to report existing/probable violations of laws, rules and regulations or unethical conduct in accordance with the Vigil Mechanism/Whistle Blower Policy of the Company.

The Directors and the Senior Management shall not attempt to suppress/conceal any such view or

reporting. The confidentiality of those reporting violations shall be protected and they shall not be subjected to any discriminatory practice.

11. DUTIES OF DIRECTORS

The Directors of the Company shall fulfill all the duties and responsibilities bestowed upon them as per the provisions of Companies Act, 2013 and Listing Regulations and inter alia shall:

- a. act in good faith in order to promote the objects of the Company for the benefit of its members as a whole, and in the best interests of the Company, its employees, the shareholders, the community and for the protection of environment;
- b. act in accordance with the articles of the Company;
- c. not involve in a situation in which he may have a direct or indirect interest that conflicts, or possibly may conflict, with the interest of the Company;
- d. not achieve or attempt to achieve any undue gain or advantage either to himself or to his relatives, partners, or associates and if such director is found guilty of making any undue gain, he shall be liable to pay an amount equal to that gain to the Company;
- e. Shall not assign their office and any assignment so made shall be void;
- f. devote sufficient time and attention to their professional obligations for informed and balanced decision making;
- g. uphold ethical standards of integrity and probity;
- h. exercise their responsibilities in a bona fide manner in the interest of the company;
- i. not allow any extraneous considerations that will vitiate their exercise of objective independent judgment in the paramount interest of the company as a whole, while concurring in or dissenting from the collective judgment of the Board in its decision making;
- j. not abuse their position to the detriment of the company or its shareholders or for the purpose of gaining direct or indirect personal advantage or advantage for any associated person;
- k. where circumstances arise which make an independent director lose their independence, the independent director must immediately inform the Board accordingly;
- l. help in bringing an independent judgment to bear on the Board's deliberations especially on issues of strategy, performance, risk management, resources, key appointments and standards of conduct;
- m. assist the company in implementing the best corporate governance practices;
- n. scrutinize the performance of management in meeting agreed goals and objectives and monitor the reporting of performance;
- o. satisfy themselves on the integrity of financial information and that financial controls and the systems of risk management are robust and defensible;
- p. determine appropriate levels of remuneration of executive directors, key managerial personnel and senior management and have a prime role in appointing and where necessary recommend removal of executive directors, key managerial personnel and senior management;
- q. balance the conflicting interest of the stakeholders;

- r. moderate and arbitrate in the interest of the company as a whole, in situations of conflict between management and shareholder's interest;
- s. undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company;
- t. where they have concerns about the running of the Company or a proposed action, ensure that these are addressed by the Board and, to the extent that they are not resolved, insist that their concerns are recorded in the minutes of the Board meeting;
- u. ascertain and ensure that the Company has an adequate and functional vigil mechanism and to ensure that the interests of a person who uses such mechanism are not prejudicially affected on account of such use;
- v. pay sufficient attention and ensure that adequate deliberations are held before approving related party transactions and assure themselves that the same are in the interest of the Company;
- w. report concerns about unethical behaviour, actual or suspected fraud or violation of the Company's code of conduct or ethics policy;
- x. not disclose confidential information, including commercial secrets, technologies, advertising and sales promotion plans, unpublished price sensitive information, unless such disclosure is expressly approved by the Board or required by law.

12. COMPLIANCE WITH THE CODE

The compliance with this code is an obligation and the Directors and the SMP's shall ensure to comply with the same. Under no circumstances does your failure to read the Code, sign an acknowledgement exempt you from your obligation to comply with the Code. Any waiver of the Code requires the prior written approval of the Managing Director/ Compliance Officer or, in certain circumstances, the Board of Directors or a committee thereof.

Directors and SMP's who violate this Code may be subject to disciplinary action as a may be decided by the Board. Such action may be taken in various forms, viz. a verbal warning or written reprimand, withholding of commission / performance pay till individual complies, salary freeze, termination from the services, appropriate legal action, dismissal or referral for criminal prosecution or such action as may be deemed fit in the circumstances of each case.

13. REVIEW AND AMENDMENT OF THE CODE

The Board of Directors has the right to amend or modify this Policy in whole or in part, at any time, without assigning any reason whatsoever, subject, however, to the condition that such alterations shall be in consonance with the provisions of the applicable law.

In any circumstance where the terms of this Policy differ from any applicable law governing the Company, such applicable law will take precedence over this Policy and procedures until such time as this Policy is modified in conformity with the applicable law.
