

## **Wonderla Holidays Limited**

### **Nomination and Remuneration Policy (As amended in 2021)**

#### **1. OBJECTIVE**

The Nomination and Remuneration Committee and this Policy shall be in compliance with Section 178 of the Companies Act, 2013 read along with the applicable rules thereto and SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015. The Key Objectives of the Committee would be:

- 1.1.** To recommend the Board in relation to appointment and removal of Directors, Key Managerial Personnel and Senior Management.
- 1.2.** To evaluate the performance of the members of the Board and provide necessary report to the Board for further evaluation of the Board.
- 1.3.** To recommend to the Board a policy relating to Remuneration payable to the Directors, Key Managerial Personnel and Senior Management.
- 1.4.** To provide to Key Managerial Personnel and Senior Management reward linked directly to their effort, performance, dedication and achievement relating to the Company's operations.
- 1.5.** To recommend practices that enables to retain, motivate and promote talent and to ensure long term sustainability of talented managerial persons and create competitive advantage.
- 1.6.** To devise a policy on Board diversity.
- 1.7.** To develop a succession plan for the Board and to regularly review the plan.

#### **2. DEFINITIONS**

**2.1. Act** means the Companies Act, 2013 and Rules framed thereunder, as amended from time to time.

**2.2. Board** means Board of Directors of the Company.

**2.3. Directors** mean Directors of the Company.

**2.4. Key Managerial Personnel** means

- 2.4.1.** Chief Executive Officer or the Managing Director or the Manager;
- 2.4.2.** Whole-time director;
- 2.4.3.** Chief Financial Officer;
- 2.4.4.** Company Secretary; and
- 2.4.5.** such other officer as may be prescribed.

**2.5. Senior Management** means personnel of the company who are members of its core management team excluding the Board of Directors including Functional Heads.

### **3. ROLE OF COMMITTEE**

#### **3.1 Matters to be dealt with, perused and recommended to the Board by the Nomination and Remuneration Committee.**

The Committee shall:

**3.1.1.** Formulate the criteria for determining qualifications, positive attributes and independence of a director.

**3.1.2.** Identify persons who are qualified to become Director and persons who may be appointed in Key Managerial and Senior Management positions in accordance with the criteria laid down in this policy.

**3.1.3.** Recommend to the Board, appointment and removal of Director, KMP and Senior Management Personnel.

#### **3.2. Policy for appointment and removal of Director, KMP and Senior Management**

##### **3.2.1. Appointment criteria and qualifications**

a) The Committee shall identify and ascertain the integrity, qualification, expertise and experience of the person for appointment as Director, KMP or at Senior Management level and recommend to the Board his/ her appointment.

b) A person should possess adequate qualification, expertise and experience for the position he/ she is considered for appointment. The Committee has discretion to decide whether qualification, expertise and experience possessed by a person is sufficient/ satisfactory for the concerned position.

c) The Company shall not appoint or continue the employment of any person as Whole-time Director who has attained the age of seventy years. Provided that the term of the person holding this position may be extended beyond the age of seventy years with the approval of shareholders by passing a special resolution based on the explanatory statement annexed to the notice for such motion indicating the justification for extension of appointment beyond seventy years.

##### **3.2.2. Term / Tenure**

###### **a) Managing Director/ Whole-time Director:**

The Company shall appoint or re-appoint any person as its Managing Director or Executive Director for a term not exceeding five years at a time. No re-appointment shall be made earlier than one year before the expiry of term.

**b) Independent Director:**

An Independent Director shall hold office for a term up to five consecutive years on the Board of the Company and will be eligible for re-appointment on passing of a special resolution by the Company and disclosure of such appointment in the Board's report.

No Independent Director shall hold office for more than two consecutive terms, but such Independent Director shall be eligible for appointment after expiry of three years of ceasing to become an Independent Director. Provided that an Independent Director shall not, during the said period of three years, be appointed in or be associated with the Company in any other capacity, either directly or indirectly. However, if a person who has already served as an Independent Director for 5 years or more in the Company as on October 1, 2014 or such other date as may be determined by the Committee as per regulatory requirement; he/ she shall be eligible for appointment for one more term of 5 years only.

At the time of appointment of Independent Director it should be ensured that number of Boards on which such Independent Director serves is restricted to seven listed companies as an Independent Director and three listed companies as an Independent Director in case such person is serving as a Whole-time Director of a listed company or such other number as may be prescribed under the Act and the SEBI LODR Regulations.

**3.2.3. Evaluation**

The Committee shall carry out evaluation of performance of every Director, KMP and Senior Management Personnel annually or such shorter intervals as the committee deems fit.

**3.2.4. Removal**

Due to reasons for any disqualification mentioned in the Act or under any other applicable Act, rules and regulations thereunder, the Committee may recommend, to the Board with reasons recorded in writing, removal of a Director, KMP or Senior Management Personnel subject to the provisions and compliance of the said Act, rules and regulations.

**3.2.5. Retirement**

The Directors, KMP and Senior Management Personnel shall retire as per the applicable provisions of the Act and the prevailing policy of the Company. The Board will have the discretion to retain the Directors, KMP, Senior Management Personnel in the same position/ remuneration or otherwise even after attaining the retirement age, for the benefit of the Company.

**3.3. Policy relating to remuneration for the Whole-time Director(s), KMP and Senior Management Personnel****3.3.1. General:**

a) The remuneration/ compensation/ commission etc. to the Whole-time Director(s), KMP and Senior Management Personnel will be determined by the Committee and recommend to the Board for approval. The remuneration/ compensation/ commission etc. shall be subject to the

prior/ post approval of the shareholders of the Company and Central Government, wherever required.

**b)** The remuneration and commission to be paid to the Whole-time Director(s) shall be in accordance with the percentage/ slabs/ conditions laid down in the Articles of Association of the Company and as per the provisions of the Act.

**c)** Increments to the existing remuneration/ compensation structure may be recommended by the Committee to the Board which should be within the slabs approved by the Shareholders in the case of Whole-time Director(s).

**d)** Where any insurance is taken by the Company on behalf of its Whole-time Director(s), Chief Executive Officer, Chief Financial Officer, the Company Secretary and any other employees for indemnifying them against any liability, the premium paid on such insurance shall not be treated as part of the remuneration payable to any such personnel. Provided that if such person is proved to be guilty, the premium paid on such insurance shall be treated as part of the remuneration.

### **3.3.2. Remuneration to Whole-time / Executive / Managing Director, KMP and Senior Management Personnel:**

**a) Fixed and Variable pay:** The Whole-time Directors shall be eligible for a monthly fixed pay which includes HRA and commission on net profits as variable pay and other benefits like employer's contribution to PF, pension scheme etc., and other perquisites like LTA, reimbursement of medical expenses, car, use of telephone, club fees etc.,

**b) Minimum Remuneration:** If the Company has no profits or its profits are inadequate in any financial year, the Company shall pay remuneration to its Whole-time Director in accordance with the provisions of Schedule V of the Act and if it is not able to comply with such provisions, the remuneration shall be paid with the previous approval of the Central Government.

**c) Provisions for excess remuneration:** If any Whole-time Director draws or receives, directly or indirectly by way of remuneration any such sums in excess of the limits prescribed under the Act or without the prior sanction of the Central Government, where required, he/ she shall refund such sums to the Company and until such sum is refunded, hold it in trust for the Company. The Company shall not waive recovery of such sum refundable to it unless permitted by the Central Government.

### **3.3.3. Remuneration to Non-Executive / Independent Director(s):**

**a) Remuneration / Commission:** The remuneration/ commission shall be fixed as per the slabs and conditions mentioned in the Articles of Association of the Company, the Companies Act and the SEBI LODR Regulations.

**b) Sitting Fees:** The Non-Executive/ Independent Director(s) may receive remuneration by way of fees for attending meetings of Board or Committee thereof. Provided that the amount of such fees shall not exceed Rs. One Lakh per meeting of the Board or Committee or such amount as may be prescribed by the Central Government from time to time.

**c) Commission:** Commission may be paid within the monetary limit approved by shareholders, subject to the limit not exceeding 1% of the profits of the Company computed as per the applicable provisions of the Act.

**d) Stock Options:** An Independent Director shall not be entitled to any stock option of the Company.

**e) Remuneration in the event of loss/ inadequacy of profits:** Effective from March 18, 2021, the Non-Executive Directors and Independent Directors are eligible for payment of remuneration in the event of loss/ inadequacy of profits. Such remuneration shall be subject to the limits specified in the Proviso (A) of Section II of Part II of Schedule V of the Act. The Nomination and Remuneration Committee and the Board of Directors shall decide the quantum of remuneration to each Non-Executive/ Independent Director subject to the said limits.

### **3.3.4. Remuneration to Key Managerial Personnel and Other Employees**

The Committee shall take into account the qualification, industry experience, integrity of the appointee, existing remuneration level for similar positions in other Companies operating in the same sector etc., while fixing the remuneration payable to the KMPs and Senior Management Personnel. The remuneration payable shall be structured in such way that it consists of fixed and variable pay reflecting short and long term performance objectives appropriate to the working of the Company and its goals. The Committee may also consider giving ESOP to KMPs & Senior Management.

## **4. MEMBERSHIP**

**4.1.** The Committee shall consist of a minimum 3 non-executive directors, majority of them being independent.

**4.2.** Minimum two (2) members shall constitute a quorum for the Committee meeting.

**4.3.** Membership of the Committee shall be disclosed in the Annual Report.

**4.4.** Term of the Committee shall be continued unless terminated by the Board of Directors.

## **5. CHAIRPERSON**

**5.1.** The Chair person of the Committee shall be an Independent Director.

**5.2.** Chairperson of the Company may be appointed as a member of the Committee but shall not be a Chairman of the Committee.

**5.3.** In the absence of the Chairperson, the members of the Committee present at the meeting shall choose one amongst them to act as Chairperson.

**5.4.** Chairman of the Nomination and Remuneration Committee meeting could be present at the Annual General Meeting or may nominate some other member to answer the shareholders' queries.

## **6. FREQUENCY OF MEETINGS**

The meeting of the Committee shall be held at such regular intervals as may be required by the Act and the SEBI LODR Regulations.

## **7. COMMITTEE MEMBERS' INTERESTS**

**7.1.** A member of the Committee is not entitled to be present when his or her own remuneration is discussed at a meeting or when his or her performance is being evaluated.

**7.2.** The Committee may invite such executives, as it considers appropriate, to be present at the meetings of the Committee.

## **8. SECRETARY**

The Company Secretary of the Company shall act as Secretary of the Committee.

## **9. VOTING**

**9.1.** Matters arising for determination at Committee meetings shall be decided by a majority of votes of Members present and voting and any such decision shall for all purposes be deemed a decision of the Committee.

**9.2.** In the case of equality of votes, the Chairman of the meeting will have a casting vote.

## **10. NOMINATION DUTIES**

The duties of the Committee in relation to nomination matters include:

**10.1.** Ensuring that on appointment to the Board, Non-Executive Directors receive a formal letter of appointment in accordance with the Guidelines provided under the Act.

**10.2.** Determining the appropriate size, diversity and composition of the Board.

**10.3.** Setting a formal and transparent procedure for selecting new Directors for appointment to the Board.

**10.4.** Developing a succession plan for the Board and Senior Management and regularly reviewing the plan;

**10.5.** Evaluating the performance of the Board members and Senior Management in the context of the Company's performance from business and compliance perspective.

**10.6.** Delegating any of its powers to one or more of its members or the Secretary of the Committee.

**10.7.** Considering any other matters as may be requested by the Board.

## **11. MINUTES OF COMMITTEE MEETING**

Proceedings of all meetings must be in minutes and signed by the Chairman of the Committee within such time as specified in the Act and Secretarial Standards. Minutes of the Committee meetings will be tabled at the subsequent Committee meeting for noting.