



IMFA Building
Bhubaneswar - 751010
Odisha, India

Corporate Identity No.
L27101OR1961PLC000428

TEL +91 674 2611100
+91 674 2580155
FAX +91 674 2580157

www.imfa.in

July 27th, 2021

Mr Bijoy Kumar Das
No.121, Embassy Habitat
59 Palace Road, Vasanthnagar
Bengaluru - 560001, Karnataka

Sub: Appointment as Independent Director

Dear Sir,

On behalf of the Company I am pleased to inform you that members of the Company have approved your re-appointment at Annual general Meeting on 24th July 2021 as an Independent Director for a period of five years with effect from 9th February 2021. The terms of the appointment are set out below:

A. Appointment

Subject to the detailed terms of this letter, the appointment will be for a period of 5 (five) years commencing from 9th February 2021 and you will not be liable to retire by rotation as per the relevant provisions of the Companies Act, 2013.

B. Expectations of the Board

During your term of appointment you shall:

- i. uphold high ethical standards;
- ii. devote adequate time so that you can contribute effectively;
- iii. act objectively, constructively and in a *bonafide* manner in the best interests of the Company;
- iv. immediately inform the Board of any circumstances which might lead to a conflict of interest
- v. assist the Company in following best corporate governance practices



IMFA Building
Bhubaneswar - 751010
Odisha, India

Corporate Identity No.
L27101OR1961PLC000428

TEL +91 674 2611100
+91 674 2580155
FAX +91 674 2580157

www.imfa.in

C. Board Level Committees

The Board of Directors (the Board) may, if it deems fit, appoint you to one or more existing Board Committees or any such Committee that is set up in the future.

D. Duties of an Independent Director

You will perform the duties in accordance with Schedule-IV of the Companies Act, 2013 as below:

- i. Go through an appropriate induction process and, thereafter, regularly update your skills, knowledge and familiarity with the activities of the Company;
- ii. Seek appropriate clarification or information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the Company;
- iii. Strive to attend all meetings of the Board of Directors and of the Board Committees of which you are a member;
- iv. Participate actively and constructively in the Board and Committees of the Board which you chair or are a member;
- v. Strive to attend the general meetings of the Company;
- vi. Where you 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 your concerns are recorded in the minutes of the Board Meeting;
- vii. Keep yourselves well informed about the Company and the external environment in which it operates;
- viii. Not unfairly obstruct the functioning of an otherwise proper Board or Committee of the Board;
- ix. Pay sufficient attention and ensure that adequate deliberations are held before approving related party transactions and assure that the same are in the interest of the Company;



IMFA Building
Bhubaneswar - 751010
Odisha, India

Corporate Identity No.
L27101OR1961PLC000428

TEL +91 674 2611100
+91 674 2580155
FAX +91 674 2580157

www.imfa.in

- x. Ascertain that the Company has an adequate and functional vigil mechanism and ensure that the interests of a person who seeks recourse to such a mechanism are not prejudicially affected on account of such use;
- xi. Report concerns about unethical behaviour, actual or suspected fraud or violation of the Company's code of conduct or ethics policy;
- xii. Act within your authority and assist in protecting the legitimate interests of the Company, shareholders and its employees;
- xiii. Not disclose confidential information, including commercial secrets, technologies, advertising and sales promotion plans and unpublished price sensitive information, unless such disclosure is expressly approved by the Board or required by law.

E. Directors & Officers (D&O) Insurance

Presently, the Company has D&O liability insurance policy.

F. Code of Conduct

During the appointment you are required to comply with the Code of Conduct including Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 1992 and such other requirements as the Board of Directors may specify from time to time.

G. Remuneration

- i. You are not an employee of the Company and this letter shall not constitute a contract of employment. You will be paid such remuneration by way of sitting fees for meetings of the Board and its Committees and also such commission as may be decided by the Board and approved by the shareholders from time to time.
- ii. The sitting fees presently paid to a Non-Executive Independent Director is Rs 10,000/- (Rupees Ten Thousand only) per meeting of the Board and Rs 5,000/- (Rupees Five Thousand only) per Committee thereof.
- iii. Non-Executive Independent Directors are currently entitled to commission not exceeding



IMFA Building
Bhubaneswar - 751010
Odisha, India

Corporate Identity No.
L27101OR1961PLC000428

TEL +91 674 2611100
+91 674 2580155
FAX +91 674 2580157

www.imfa.in

0.5% of the net profit of the Company per annum calculated in accordance with the provisions of Sections 198 of the Companies Act, 2013 subject to a maximum of Rs.60,00,000/- (Rupees Sixty Lacs only) provided further that none of the Independent Director shall, in any Financial Year, receive an aggregate remuneration including sitting fees exceeding Rs 15,00,000/- (Rupees Fifteen Lacs only).

- iv. In addition to the fees as above, the Company will reimburse you for all reasonable out of pocket expenses incurred in carrying out your duties.

H. Performance Appraisal/Evaluation Process

As a member of the Board, your performance shall be evaluated annually by all the other Directors. The criteria for evaluation shall be determined by the Nomination & Remuneration Committee and disclosed in the Company's Annual Report. However, the actual evaluation process shall remain confidential and shall be a constructive mechanism to improve the effectiveness of the Board/Committee.

Kindly confirm your agreement to the above by signing and returning to us the enclosed duplicate of this letter.

Thanking you,

Yours sincerely,
for **Indian Metals & Ferro Alloys Limited**

(Subhrakant Panda)
Managing Director

I have read and agree to the above terms regarding my appointment as an Independent Director of Indian Metals & Ferro Alloys Limited.

(Bijoy Kumar Das)
Independent Director

DIN : 00179886