



Telephone: +91 22 6661 7272 | Email: [info.india@blackbox.com](mailto:info.india@blackbox.com)

## BLACK BOX LIMITED

### Code of Conduct for Directors & Senior Management

This Code of Conduct has been framed and adopted by the Company in compliance with Regulation 17 (5) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015.

#### **A. APPLICABILITY:**

This code applies to:

- i. Directors of Black Box Limited (“the Company”)
- ii. Directors of any subsidiary of the Company and
- iii. Officers/personnel of the Company who are members of the core management team, excluding the Board of Directors and normally this shall comprise of all members of management one level below the Chief Executive Officer/Managing Director/Whole Time Director/Manager (including Chief Executive Officer/Manager, in case they are not part of the Board) and shall specifically include the functional heads, by whatever name called and the Company Secretary and the Chief Financial Officer. (“Senior Management”)

This Code of Conduct (“CODE”) was approved by the Board of Directors of the Company pursuant to a resolution passed at their meeting held on March 12, 2015 and revised at their meeting held on February 7, 2019. Further, the Board of Directors of the Company approved amendment(s)/revision(s) to this code, at their meeting held on May 30, 2024.

This code is in addition to the Rules & Regulations of Service and Conduct applicable to Managerial & Superintending Staff of the Company.

#### **B. SCOPE:**

The Board of Directors (“the Board”) and the Senior Management of the Company agree to abide by the following Code of Conduct:

1. Attend Board/ Shareholders / Committee / Senior management meetings and if and when they are unable to attend such meeting(s), seek prior leave for absence from such meeting(s).
2. Exercise authority and power with due care and diligence and whilst discharging the fiduciary responsibility of office in the best interest of the Company and all the stake holders.
3. Not allow personal interest to conflict with the interest of the Company or to come in the way of discharge of duties of office.
4. Abide by policies and business principles of the Company.
5. Comply with all applicable laws, rules and regulations.
6. Preserve and protect the environment with due concern for ecology, clean air and meet high levels of pollution and emission standards.

## BLACK BOX LIMITED

Registered Office: 501, 5th Floor, Building No. 9, Airoli Knowledge Park, MIDC Industrial Area, Airoli, Navi Mumbai 400 708, India

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7. Observe strict confidentiality of the information acquired in the course of discharge of duties of office and not use the same for any personal purpose or advantage.
8. Use Company property only for official purposes and not for personal gains. Not accept any personal gratification from suppliers/service providers/business partners etc. However, personal gratification will not include gifts of insignificant value.
9. Deal fairly with customers, suppliers, employees and other business partners, in case they have to.
10. Respect safety and health of all employees and ensure working conditions are not harmful to the mental and/or physical health of the employees.
11. Encourage employees to acquire skills and undergo appropriate training to expand/enhance their knowledge (including professional and specialized knowledge).
12. Provide equal opportunities to all employees and aspirants for employment in the Company irrespective of gender, caste, religion, race or color; merit being the sole differentiating factor.
13. Conduct business operations in compliance with competition laws and principles of fair market competition.
14. Maintain high ethical and professional standards in all dealings.
15. Not to divert to their own advantage any business opportunity that the Company is in pursuit.
16. Not to conduct ourselves in a manner as may bring disrepute to office or tarnish the reputation of the Company.
17. Not take up any activities competing with the business of the Company.
18. Make proper record of all financial transactions and not create undisclosed or unrecorded account/fund or asset.
19. Report any violation of this Code of Conduct to Chairman or Whole-time Director of the Company.
20. Co-operate with Government, Trade and Industry Associations and any other Regulatory Authority for and in the development of economic legislations concerning the business of the Company.

#### **C. DUTIES OF INDEPENDENT DIRECTORS**

**(Pursuant to section 149, section 166 and Schedule IV of the Companies Act, 2013)**

##### **I. Guidelines of professional conduct:**

An independent director shall:

1. Uphold ethical standards of integrity and probity;
2. Act objectively and constructively while exercising his duties;
3. Exercise his responsibilities in a bona fide manner in the interest of the company;
4. Devote sufficient time and attention to his professional obligations for informed and balanced decision making;



5. Not allow any extraneous considerations that will vitiate his 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;
6. Not abuse his 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;
7. Refrain from any action that would lead to loss of his independence;
8. Where circumstances arise which make an independent director lose his independence, the independent director must immediately inform the Board accordingly;
9. Assist the company in implementing the best corporate governance practices.

## II. Role and functions:

The independent directors shall:

1. 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;
2. Bring an objective view in the evaluation of the performance of board and management;
3. Scrutinize the performance of management in meeting agreed goals and objectives and monitor the reporting of performance;
4. Satisfy themselves on the integrity of financial information and that financial controls and the systems of risk management are robust and defensible;
5. Safeguard the interests of all stakeholders, particularly the minority shareholders;
6. Balance the conflicting interest of the stakeholders;
7. 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;
8. Moderate and arbitrate in the interest of the company as a whole, in situations of conflict between management and shareholder's interest.

## III. Duties:

The independent directors shall—

1. Undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the company;
2. Seek appropriate clarification or amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the company;

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3. Strive to attend all meetings of the Board of Directors and of the Board committees of which he is a member;
4. Participate constructively and actively in the committees of the Board in which they are chairpersons or members;
5. Strive to attend the general meetings of the company;
6. 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;
7. Keep themselves well informed about the company and the external environment in which it operates;
8. Not to unfairly obstruct the functioning of an otherwise proper Board or committee of the Board;
9. 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;
10. 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;
11. Report concerns about unethical behavior, actual or suspected fraud or violation of the company's code of conduct or ethics policy;
12. Acting within his authority, assist in protecting the legitimate interests of the company, shareholders and its employees;
13. 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.

#### **IV. Separate Meetings:**

1. The independent directors of the company shall hold at least one meeting in a financial year, without the attendance of non-independent directors and members of management;
2. All the independent directors of the company shall strive to be present at such meeting;
3. The meeting shall:
  - (a) review the performance of non-independent directors and the Board as a whole;
  - (b) review the performance of the Chairperson of the company, taking into account the views of executive directors and non-executive directors;
  - (c) assess the quality, quantity and timeliness of flow of information between the company management and the Board that is necessary for the Board to effectively and reasonably perform their duties.

#### **V. General duties of Directors pursuant to Section 166 of the Companies Act, 2013:**

1. Subject to the provisions of the Companies Act, 2013, a director of the company shall act in accordance with the articles of the company.



2. A director of the company shall 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.
3. A director of the company shall exercise his duties with due and reasonable care, skill and diligence and shall exercise independent judgment.
4. A director of the company shall not be involved 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.
5. A director of the company shall 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.
6. A director of the company shall not assign his office and any assignment so made shall be void.

#### **D. Responsibility**

Each Director and member of Senior Management must adhere to the standards described in this Code of Conduct, since the company is determined to behave and to be perceived as an ethical organization.

Further, pursuant to Regulation 26(3) of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015, all members of the board of directors and senior management shall affirm compliance with the code of conduct of directors and senior management on an annual basis within 60 days of close of every financial year ending on 31<sup>st</sup> March.

This affirmation shall be provided in the format given in **Annexure I** by the Directors and in **Annexure II** by the Senior Management to this Code and to be forwarded to the Company Secretary of the Company within the said period of 60 days.

#### **E. Enforcement**

Violations of this Code by Senior Management should be promptly reported to the HR Department and violations by Members of the Board of Directors of the Company to the Chairman & Company Secretary.

The Board has the power to investigate, in such manner as it may deem fit, any breach or violation or alleged breach or violation of the Code. The Company will take appropriate action against any person whose actions are found to violate the Code or any other policy of the Company.

Disciplinary actions may include immediate termination of employment at the Company's sole discretion. The Board also has the absolute power to determine penalty for the same as it may consider appropriate under the circumstances. Such penalty may be in addition to the penalty levied under any applicable law for the time being in force for such breach or violation.

#### **F. Clarification on Code of Conduct**

Any Director and member of Senior Management requiring any clarification regarding this Code of Conduct may contact Company Secretary.

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**ANNEXURE I**  
**FORMAT FOR AFFIRMATION OF COMPLIANCE WITH CODE OF CONDUCT OF DIRECTORS**

To  
**The Board of Directors**  
**Black Box Limited**  
501, 5th Floor, Building No.9,  
Airoli Knowledge Park, MIDC Industrial Area,  
Airoli, Navi Mumbai -400708

**COMPLIANCE CERTIFICATE**

I, \_\_\_\_\_, \_\_\_\_\_ (Designation) a member of the Board of Directors of **Black Box Limited** hereby acknowledge, confirm and certify that:

- i. I have received, read and understood the Code of Conduct for Directors and Senior Management Personnel of the Company;
- ii. I am bound by the said Code to the extent applicable to my functions as a member of the Board of Directors of the Company;
- iii. During the financial year \_\_\_\_\_, I have complied with the provisions of the said Code; and
- iv. I am not aware of nor am I a party to any non-compliance with the said Code.

\_\_\_\_\_  
(Signature)

**Name:**  
**Designation:**  
**Date :**  
**Place :**



## ANNEXURE II

### FORMAT FOR AFFIRMATION OF COMPLIANCE WITH CODE OF CONDUCT OF SENIOR MANAGEMENT

To

**The Board of Directors**

**Black Box Limited**

501, 5th Floor, Building No.9,  
Airoli Knowledge Park, MIDC Industrial Area,  
Airoli, Navi Mumbai -400708

### COMPLIANCE CERTIFICATE

I, \_\_\_\_\_, \_\_\_\_\_ (Designation) a member of the Senior Management Personnel of **Black Box Limited** hereby acknowledge, confirm and certify that:

- i. I have received, read and understood the Code of Conduct for Directors and Senior Management Personnel of the Company;
- ii. I am bound by the said Code to the extent applicable to my functions as a member of Senior Management Personnel of the Company;
- iii. I have not entered into any material, financial and commercial transactions, that have a potential conflict with the interest of the Company at large.
- iv. During the financial year \_\_\_\_\_, I have complied with the provisions of the said Code; and
- v. I am not aware of nor am I a party to any non-compliance with the said Code.

\_\_\_\_\_  
(Signature)

**Name:**

**Designation:**

**Date :**

**Place :**

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