

KAJARIA CERAMICS LIMITED

CODE OF BUSINESS CONDUCT AND ETHICS

As a responsible corporate citizen, Kajaria Ceramics Limited (“Kajaria” or “the Company”) has always believed in following highest standards of Corporate Governance. Being a listed Company, every act of the Company, its Board Members and its employees is the focus of public attention and accordingly, there is a need to reinforce Kajaria’s commitment towards maintaining highest standards of Corporate Governance.

The Company always believes that good corporate governance is a prerequisite of fast track growth so as to maintain high standards of professionalism.

This Code of Business Conduct and Ethics (“Code of Conduct” or “Code”) helps ensure compliance with our standards of business conduct & ethics and also with regulatory requirements. All Senior Management Personnel are expected to read and understand this Code of Business Conduct and Ethics, uphold these standards in day-to-day activities and also comply with all applicable standards, policies and procedures of the company.

APPLICABILITY

Ethical business conduct is critical to our business. As an organization, we have taken it upon us to lay down this Code of Conduct for Senior Management Personnel to uphold our commitment to ethical conduct. This Code of Conduct is applicable to all Senior Management Personnel which would also include the directors of the Company, the top management personnel & all functional heads (including management personnel with direct functional reporting to directors & top management personnel). All Senior Management Personnel are expected to comply with the letter and spirit of this Code and shall affirm compliance with the code on an annual basis. The Senior Management Personnel should continue to comply with other applicable laws & regulations and the relevant policies, rules and procedures of the Company. Nothing in this Code or in any related communications (verbal or written) thereto shall constitute or be construed to constitute a contract of employment for a definite term or a guarantee of confirmed employment.

HONESTY, INTEGRITY & ETHICAL CONDUCT

Senior Management Personnel shall act in accordance with the highest standards of integrity, honesty, fairness and ethical conduct while working for the Company as well when representing the Company.

Honest conduct means conduct that is free from fraud or deception. Integrity & ethical conduct includes ethical handling of actual or apparent conflicts of interest between personal and professional relationships.

Senior Management Personnel should promote ethical behavior and take steps to ensure that the Company promotes ethical behavior and also encourages employees to freely report violations of laws, rules, regulations or the Company's Code of Conduct to the appropriate personnel.

CONFLICT OF INTEREST

Senior Management Personnel must avoid and promptly disclose to the Company potential conflicts of interest regarding any matters concerning the Company (including its subsidiaries). A conflict of interest exists where the interests or benefits of Senior Management Personnel conflict with the interests or benefits of the Company.

Every such disclosure as mentioned above shall be done in writing and shall be submitted to the Company Secretary of the Company, who will in consultation with the top management, will communicate to the concerned employee to take necessary action to resolve/avoid the conflict, if any.

BUSINESS INTEREST

If any Senior Management Personnel is considering investing in any customer, supplier, developer or Competitor of the Company, he or she must first take care to ensure that these investments do not compromise on their responsibilities to the Company. Several factors are involved in determining whether a conflict exists, including the size and nature of the investment; the Senior Management Personnel's ability to influence the Company's decisions; his access to confidential information of the Company and the nature of the relationship between the Company and the other Company or person. Accordingly, it is appropriate that the Senior Management Personnel make a disclosure to the Board before making such an investment and obtains a "pre-approval"/"no objection" from the Board of Directors. Further, Senior Management Personnel should not indulge in its own business/profit making activity during the working hours of the Company.

RELATED PARTY TRANSACTIONS

A Senior Management Personnel or any of his relatives/associates should not derive any undue personal benefit or advantage by virtue of his position or relationship with the Company. As a general rule, Senior Management Personnel should avoid conducting Company business with a relative, or with a business in which a relative is associated in any significant role. Any dealings with a related party must be conducted in such a way that no preferential treatment is given and adequate disclosures are made as required by law and as per the applicable policies of the Company.

GIFTS

Senior Management Personnel shall not offer, give or receive gifts from persons or entities dealing with the Company, where any such gift is perceived as intended directly or indirectly, to influence any business decision. Senior Management Personnel of the Company shall not accept or permit any member of his family or any other person acting on his behalf to accept any gift from Vendor, Dealer, Contractor, Suppliers and anyone having business dealings with the Company. The gift shall also include free boarding, transport, lodging or other service or any other pecuniary advantage when provided by any person other than a near relative or a personal friend having no official dealings with the Senior Management Personnel. Senior Management Personnel should also avoid acceptance of lavish or frequent hospitality from any individual or firm having official dealings with the Company.

This prohibition does not apply to routine two-way exchange of normal business courtesies, which might reasonably be expected to be exchanged in the ordinary course of business. These courtesies include business lunch/dinner and exchange of company diaries and calendars, pens with company logo and the like that are not lavish in any way.

If a gift is inadvertently received it should be promptly returned with a polite note explaining that it is contrary to the Company policy.

BUSINESS OPPORTUNITIES

Senior Management Personnel should not exploit for their own benefit, opportunities that are discovered through the use of corporate property, information or position unless the opportunity is disclosed fully in writing to the Company's Board of Directors and the Board of Directors authorizes the said Senior Management Personnel to pursue such opportunity. Further, the Senior Management Personnel must refrain from using the Company's property or information for personal gain.

PROTECTING COMPANY ASSETS

The assets of the company should not be misused but employed for the purpose of conducting the business for which they are duly authorised. These include tangible assets such as equipment and machinery, systems, facilities, materials, resources as well as intangible assets such as patents, trademarks, proprietary information, relationships with customers and suppliers, etc.

CONFIDENTIALITY

Senior Management Personnel must maintain the confidentiality of sensitive information (that is not in public domain) relating to the Company which comes to their knowledge in the course of the discharge of their functions and any other confidential information about the Company that comes to them, from whatever source, except when such disclosure is authorized or legally mandated. No Senior Management Personnel shall provide any confidential or sensitive information either formally or informally, to the press or any other publicity media, unless specifically authorized to do so.

INSIDER TRADING

A Senior Management Personnel and his immediate family shall not derive any benefit or assist others to derive any benefit from the access to and possession of information about the Company, which is not in the public domain and thus constitutes insider information. All the Senior Management Personnel are required to comply with the Company's Code of Conduct on Prevention of Insider Trading.

EQUAL OPPORTUNITY & ANTI HARASSMENT

Kajaria is committed to a policy of equal employment opportunity so as to assure that there shall be no discrimination or harassment against an employee or applicant on the grounds of race, color, religion, sex, age, marital status, disability, national origin, or any other factor made unlawful by applicable laws and regulations. This policy relates to all phases of employment including recruitment, hiring, placement, promotion, transfer, compensation, benefits, training, educational, social and recreational programs and the use of the

Company facilities. Sexual harassment or exploitation is specifically prohibited.

COMPLIANCE WITH APPLICABLE GOVERNMENT LAWS, RULES AND REGULATIONS

The Board and Senior Management Personnel must comply and where applicable, oversee compliance by employees with all the governmental laws, rules and regulations applicable to the Company and its employees. Each Senior Management Personnel must acquire appropriate knowledge of the requirements relating to his duties sufficient to enable him to recognize potential non-compliance issues and to know when to seek advice from the Legal Department on specific Company policies and procedures.

No payment or transaction should be made or undertaken, by a Senior Management Personnel or authorized or instructed to be made or undertaken by any other person or the Company if the consequence of that transaction or payment would be the violation of any law in force.

REPORTING

The Company Secretary shall be the Compliance Officer for the purpose of this Code. Senior Management Personnel are required to report observed violations of the Code and illegal or unethical behavior to the Compliance Officer. All reports will be treated in a confidential manner and it is the Company's policy to not allow retaliation for reports made in good faith of misconduct by others. In accordance with an established, documented & approved process the Company will undertake review & where appropriate, investigations of alleged violations or misconduct. Senior Management Personnel are expected to cooperate in internal investigations of misconduct and violations of this Code

VIOLATIONS OF THE CODE / DISCIPLINARY ACTIONS

The matters covered in this Code of Business Conduct and Ethics are of the utmost importance to the Company, its stockholders and its business partners, and are essential to the Company's ability to conduct its business in accordance with its stated values. The Company expects that all of its Senior Management Personnel to adhere to this Code in carrying out their duties for the Company.

The Company will take appropriate action against any Senior Management Personnel whose actions are found to violate this Code or any other policy of the Company.

WAIVERS & AMENDMENTS

The Company is committed to continuously reviewing and updating its policies and procedures. Any amendment / waiver of any provision of this Code for a member of the Company's Board of Directors or a Senior Management Personnel must be approved by the Company's Board of Directors and appropriately disclosed. Based on the business requirements and applicable regulations, the Code may be amended by the Board of Directors, from time to time.

ACKNOWLEDGEMENT

All Senior Management Personnel shall acknowledge the receipt of this Code in the acknowledgement form appended as Annexure-1 of this Code indicating that they have

received, read and understood, and agreed to comply with the Code and send the same to the Compliance Officer. New Senior Management Personnel will submit such an acknowledgment at the time when their directorship/employment begins/when they assume a senior management position.

ANNUAL AFFIRMATION

All Senior Management Personnel shall, within 10 days of close of every financial year, affirm the compliance with the Code by making disclosure in Annexure-2 of this Code to the Compliance Officer of the Company.

ANNEXURE-1

ACKNOWLEDGMENT OF RECEIPT OF CODE OF BUSINESS CONDUCT AND ETHICS

I have received and read the Company's Code of Business Conduct and Ethics. I understand the standards and policies contained in the Company Code of Business Conduct and Ethics and understand that there may be additional policies or laws specific to my job or role. I further agree to comply with the Company Code of Business Conduct and Ethics.

If I have questions concerning the meaning or application of the Company Code of Business Conduct and Ethics, any Company policies, or the legal and regulatory requirements applicable to my role or job, I know I can consult the Compliance officer knowing that my questions or reports to him will be maintained in confidence.

Name: _____
Designation: _____
Staff No. _____
(if applicable)
Signature: _____
Date: _____

Note: Please sign and return this form to the Compliance Officer (Company Secretary).

Annexure - 2

**CODE OF BUSINESS CONDUCT AND ETHICS
ANNUAL DECLARATION**

I hereby confirm that during the financial year ended March 31, _____

- I have not violated nor am I aware of any violation of the Code of Business Conduct & Ethics by any other person to whom the said Code is applicable.*
- I have come across the following instances of violations of the Code:*

 - Brief description of the nature of violation:
 - Person Responsible / Date & Mode of intimation to the Compliance Officer:

The above declaration is to the best of my knowledge.

Name: _____

Designation: _____

Employee No. _____

(if applicable)

Signature: _____

Date: _____

Note:

* Please tick „✓“ against the applicable statement and strike off whichever is not applicable.
Please sign and return this form to the Compliance Officer/Company Secretary.