



MONOMARK ENGINEERING (INDIA) LIMITED

TAX POLICY

1. PURPOSE

The purpose of this Tax Policy ("Policy") is to establish the principles and framework for managing the tax affairs of **Monomark Engineering India Limited** ("Company") in a responsible, compliant and transparent manner.

The Company is committed to conducting its tax affairs in accordance with applicable tax laws and regulations and to maintaining appropriate standards of tax governance, accountability and ethical business conduct.

This Policy is intended to provide guidance for the identification, management and monitoring of tax-related matters arising in the ordinary course of the Company's business and operations.

2. SCOPE

This Policy shall apply to the Company and to all employees and personnel involved in finance, accounting, taxation, procurement, payroll, sales and other functions having tax implications.

The Policy shall also apply, as relevant, to external tax consultants, advisors and other professional service providers engaged by the Company in relation to tax matters.\

The Policy covers all taxes and statutory levies applicable to the Company's business and operations, including, as applicable:

- Goods and Services Tax (GST);
- Income Tax and related statutory obligations;
- Tax Deducted at Source (TDS);
- Tax Collected at Source (TCS);
- Professional Tax and other employment-related taxes, wherever applicable;
- Customs duties and other indirect taxes, wherever applicable; and
- Any other direct or indirect taxes, duties, levies or statutory obligations applicable to the Company.

3. TAX COMPLIANCE

The Company shall endeavour to ensure timely and accurate compliance with all applicable tax laws and regulations.

For this purpose, the Company shall:

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- comply with applicable central, state and local tax laws and regulations;
- accurately determine and discharge its tax liabilities within the prescribed timelines;
- file tax returns, statements, declarations and other statutory submissions within the applicable due dates;
- maintain appropriate books, records and supporting documentation in relation to tax matters;
- ensure proper deduction and deposit of taxes, wherever applicable;
- monitor relevant changes in tax laws, rules, notifications, circulars and judicial or regulatory developments and take appropriate steps to address their impact on the Company's operations; and
- cooperate with tax authorities in connection with lawful audits, assessments, inspections, inquiries and other proceedings.

4. RESPONSIBLE TAX PLANNING

The Company shall undertake tax planning in a lawful and commercially responsible manner.

The Company may avail itself of tax incentives, exemptions, deductions, credits and other benefits that are legitimately available under applicable laws.

However, the Company shall not knowingly undertake any transaction or arrangement primarily intended to evade taxes or circumvent the provisions or intent of applicable tax legislation.

The Company shall not knowingly participate in fraudulent, fictitious, artificial or abusive tax arrangements.

5. TAX GOVERNANCE AND RESPONSIBILITIES

The Finance/Accounts function shall be primarily responsible for the implementation and monitoring of this Policy, under the overall oversight of the management of the Company.

The management shall ensure that:

- appropriate processes and internal controls are maintained for tax compliance;
- tax-related risks are identified, assessed and appropriately managed;
- significant, material or complex tax matters are reviewed by suitably qualified personnel and/or external tax advisors, where considered appropriate;
- tax records and supporting documents are properly maintained;
- material tax exposures, disputes or significant compliance matters are appropriately escalated to the management; and
- responsibilities relating to tax compliance are appropriately assigned within the organization.

6. TAX RISK MANAGEMENT

The Company shall maintain appropriate processes for identifying, assessing, monitoring and mitigating tax risks arising from its business activities.

Tax risks may arise from, among other things:

- incorrect computation or reporting of tax liabilities;

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- delays or inaccuracies in statutory filings or payments;
- incorrect interpretation or application of tax laws;
- inadequate or incomplete supporting documentation;
- changes in applicable tax legislation or regulatory requirements;
- tax assessments, notices, disputes or litigation; and
- transactions involving significant or complex tax considerations.

The Company shall take reasonable and appropriate measures to prevent, identify and rectify tax compliance errors and mitigate associated risks.

7. RELATIONSHIP WITH TAX AUTHORITIES

The Company shall maintain a professional and cooperative relationship with tax authorities and other statutory authorities.

The Company shall provide information, records and documents to the concerned authorities as required under applicable law and shall deal with tax assessments, notices, inquiries and other proceedings in a timely and appropriate manner.

Any tax dispute or matter requiring representation before the relevant authorities may be handled by the authorized personnel of the Company and/or qualified external tax advisors, as considered appropriate.

8. ENGAGEMENT OF EXTERNAL TAX ADVISORS

The Company may engage qualified external tax consultants, professionals or advisors, where necessary or appropriate, for tax compliance, tax planning, audits, assessments, litigation, opinions or other complex tax matters.

External tax advisors engaged by the Company shall be expected to provide advice that is consistent with applicable laws, professional standards and the principles set out in this Policy.

The engagement of external advisors shall not relieve the Company of its responsibility for ensuring appropriate oversight and compliance with its tax obligations.

9. TAX TRANSPARENCY AND ETHICAL CONDUCT

The Company recognizes that responsible tax management is an integral part of sound financial management and good corporate governance.

Accordingly, the Company shall endeavour to conduct its tax affairs in a manner that is:

- compliant with applicable laws;
- responsible and ethical;
- transparent and properly documented;
- consistent with sound business practices; and
- aligned with the Company's broader corporate governance principles.



The Company shall make tax-related disclosures in its financial statements, statutory filings and other reports to the extent required under applicable laws, accounting standards and regulatory requirements.

10. PROHIBITED PRACTICE

The Company and its employees shall not knowingly:

- evade or facilitate the evasion of taxes;
- create or maintain false, fictitious or misleading accounting or tax records;
- conceal material information from tax authorities where disclosure is legally required;
- participate in fraudulent or abusive tax arrangements;
- make improper payments or provide improper benefits to tax officials or other persons in connection with tax matters; or
- undertake artificial arrangements solely for obtaining an improper tax advantage.

11. RECORD KEEPING AND DOCUMENTATION

The Company shall maintain appropriate books, records, invoices, returns, challans, reconciliations, correspondence, notices, assessments and other supporting documents relating to tax matters for the period prescribed under applicable laws and the Company's record-retention requirements.

Tax-related records shall be maintained accurately, completely and securely and shall be made available for legitimate audit, statutory, regulatory or internal review purposes.

12. EMPLOYEE RESPONSIBILITY

Employees involved in finance, accounting, taxation, procurement, payroll, sales and other functions having tax implications shall be responsible for complying with this Policy and applicable tax laws, to the extent relevant to their respective roles and responsibilities.

Employees shall exercise due care in handling tax-related transactions and documentation and shall promptly report any suspected tax non-compliance, fraudulent activity or material tax-related concern through the Company's applicable reporting or escalation mechanisms.

13. POLICY VIOLATION

Any suspected violation of this Policy shall be appropriately reviewed by the Company.

Where a violation is established, the Company may take appropriate corrective or remedial action in accordance with applicable laws and the Company's policies and procedures.

Serious or material violations may be escalated to the appropriate level of management and may result in disciplinary or other appropriate action, as applicable.



14. REVIEW OF POLICY

This Policy shall be reviewed periodically and, in any event, whenever considered necessary by the Company, including in the event of significant changes in applicable tax laws, regulatory requirements, business operations or the Company's governance framework.

Any material amendment to this Policy shall be subject to approval by the appropriate authority of the Company in accordance with its applicable governance framework.

