

National Stock Exchange Of India Limited

Ref No: NSE/CML/2021/09

April 01, 2021

The Company Secretary

All Listed Companies

Subject: Guidance note on Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulation 23(9) regarding disclosure of related party transactions

Dear Sir/Madam,

This is reference to Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations 23(9) on disclosure of related party transactions.

Please find guidance note in **Annexure 1** below for disclosure of related party transactions.

Companies are requested to comply with the requirement of listing regulations and other applicable regulations as amended from time to time. The guidance note can be referred only for the assistance.

In case of any further queries, kindly contact 18002660058.

Yours faithfully,
For National Stock Exchange of India Limited

Harmeet Singh
Manager

Annexure 1**Guidance Note on disclosure of Related Party Transactions****Question 1: When to submit disclosure of related party transaction?**

Answer: As per regulation 23(9), the listed entity shall submit within 30 days from the date of publication of financial results on half yearly basis.

Question 2: Whether to publish all related party transaction or submit material disclosure of related party transaction?

Answer: As per regulation 23(9), all disclosures of related party transactions on a consolidated basis.

Question 3: Whether to publish all related party transaction on standalone or consolidated basis?

Answer: As per regulation 23(9), all disclosures of related party transactions on a consolidated basis (both standalone and consolidated basis) should be submitted within 30 days from the date of publication of its standalone and consolidated financial results for the half year. Accordingly, the submission requirement would be applicable half yearly for each half year of the financial year.

Question 4: Incase no related party transaction are there, whether Company is required to submit?

Answer: Yes, as per regulation 23(9) listed companies is required to submit 'NIL' report on related party transaction within 30 days from the date of publication of its standalone and consolidated financial results for the half year, in case no related party transaction during the reporting period.

Question 5: Where to submitted related party transaction on NEAPS?

Answer: NEAPS > COMPLIANCE > Announcements > Announcements/ CA

(Select the Subject as "Related Party Transaction")

Question 6: In case there are no related party transaction except managerial salary, would related party disclosure required then too?

Answer: Yes, whether there is one or nil transaction, disclosure is still required to be submitted by the listed entity.

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