

# **AERPACE INDUSTRIES LIMITED**

(Formerly Known as Supremex Shine Steels Limited)

**CIN: L74110MH2011PLC214373**

**REGISTERED OFFICE:** No.1005, 10<sup>th</sup> Floor, A Wing, Kanakia Wall Street, Andheri Kurla Road,

Andheri (East), Mumbai-400093

**Web Site:** [www.supremexshinesteel.in](http://www.supremexshinesteel.in) **Email id:** [infosupremexshine@gmail.com](mailto:infosupremexshine@gmail.com),

Contact no:09769207228

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## **Aerpace Industries Limited Whistle Blower Policy**

Aerpace Industries Limited sets by its Business Principles high standards of conduct for its employees, contractors and suppliers. The Company believes that it is crucial that these principles be followed in order to ensure business success.

### **1. Purpose, Scope and Guiding Principles**

Aerpace Industries Limited would like to know about any breach or potential breach of its business principles, unlawful conduct, financial malpractice or any act which may be harmful to the public, the environment, or to anyone working for Aerpace Industries Limited, that may occur despite a rigorous compliance of the procedures of the Company. Aerpace Industries Limited's employees therefore have a duty to inform promptly to the Company, if they have any reason to suspect that there has been a breach or potential breach of its business principles or any other misconduct. Reporting of such issues will result in their detection and possibly deter any further wrong doing.

This Policy explains how the employees or any other individuals or organizations associated with the Company should report their concerns, the types of issues that are covered by the Policy and guidance on how individuals can seek assistance when they have a concern.

Aerpace Industries Limited will not allow retaliation against any employee who in good faith seeks advice, raises a concern or reports misconduct.

Responsibility for investigating concerns raised under this Policy rests with the Manager/Head of the concerned Department, who reports to the Audit Committee for this purpose. The Audit Committee has a responsibility to review the Policy and amend it as found necessary from time to time.

All concerns raised under the Policy will be monitored to ensure that the Company takes appropriate action to redress any issues.

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## **2. Scope**

The Whistle Blower Policy applies to all employees of Aerpac Industries Limited and also any employees working for its entities and third parties associated with the Company such as contractors and suppliers.

The duty to report concerns applies to all employees of Aerpac Industries Limited. To fulfill this duty, employees must provide as much information as possible to ensure that a proper investigation can be carried out and must respond to requests for further information as the investigation progresses.

Depending on the terms of their contracts, employees working for entities and third parties such as contractors, suppliers or family members also have a duty to report concerns under this Policy.

## **3. Raising concerns – where to go for help**

Line management is the first place for concerns to be raised as Managers/Head of the Concerned Department will generally be closest to the situation and best able to help.

## **4. Access to the Audit Committee**

In the circumstances where a person feels that he/she is not able to communicate his/her concern to the Manager/Head of the Concerned Department, he/she has the option to address his/her concern to the Chairman of Aerpac Industries Limited Audit Committee.