

## Zim Laboratories Limited



### ZIM Lab Employee Stock Option Scheme 2023 ("ESOS 2023"/ "Scheme")

#### **Zim Laboratories Limited**

**CIN:** L99999MH1984PLC032172

**Registered Office:** Sadoday Gyan (Ground Floor),  
Opp. NADT, Nelson Square, Nagpur, Maharashtra –  
440013

**Email:** cs@zimlab.in

**Contact No:** 0712 - 2981960



## Table of Contents

### TABLE OF CONTENTS

|                                                  |    |
|--------------------------------------------------|----|
| 1. NAME, OBJECTIVE AND TERM OF THE SCHEME .....  | 3  |
| 2. DEFINITIONS AND INTERPRETATION .....          | 3  |
| 3. AUTHORITY AND CEILING .....                   | 8  |
| 4. ADMINISTRATION .....                          | 9  |
| 5. ELIGIBILITY AND APPLICABILITY .....           | 11 |
| 6. GRANT AND ACCEPTANCE OF GRANT .....           | 11 |
| 7. VESTING SCHEDULE AND VESTING CONDITIONS ..... | 12 |
| 8. EXERCISE .....                                | 13 |
| 9. LOCK-IN .....                                 | 16 |
| 10. EXIT ROUTE IN CASE OF DE-LISTING .....       | 16 |
| 11. RESTRICTION ON TRANSFER OF OPTIONS .....     | 16 |
| 12. RIGHTS AS A SHAREHOLDER .....                | 16 |
| 13. DEDUCTION/RECOVERY OF TAX .....              | 17 |
| 14. AUTHORITY TO VARY TERMS .....                | 17 |
| 15. MISCELLANEOUS .....                          | 17 |
| 16. ACCOUNTING AND DISCLOSURES .....             | 18 |
| 17. CERTIFICATE FROM SECRETARIAL AUDITORS .....  | 18 |
| 18. GOVERNING LAWS .....                         | 18 |
| 19. NOTICES .....                                | 19 |
| 20. NOMINATION .....                             | 19 |
| 21. JURISDICTION .....                           | 19 |
| 22. LISTING OF THE SHARES .....                  | 20 |
| 23. SEVERABILITY .....                           | 20 |
| 24. CONFIDENTIALITY .....                        | 20 |



## 1. Name, Objective and Term of the Scheme

- 1.1 This Employee Stock Option Scheme shall be called '**ZIM Laboratories Employee Stock Option Scheme 2023**' ("**ESOS 2023**" / "**Scheme**").
- 1.2 The objective of the Scheme is to attract, retain, motivate and reward the key Employees of the Company for their performance and to motivate them to contribute to the growth and profitability of the Company. The Company views Employee Stock Options ("**Options**") as a long-term incentive tool that would enable the Employees not only to become co-owners, but also to create wealth out of such ownership in future resulting to achievement of sustainable corporate growth of the Company.
- 1.3 The maximum quantum of benefits that will be provided to any eligible Employee under the ESOS 2023 will be the difference between the Market Price of the Company's Share as on the date of Exercise of Options and the Exercise Price payable by the Employee as specified in the letter of Grant.
- 1.4 The Scheme is established with effect from 28<sup>th</sup> January, 2024 on which the shareholders of the Company have approved the Scheme by way of a special resolution and shall continue to be in force until (i) its termination by the Board or Committee as per provisions of Applicable Laws, or (ii) the date on which all of the Options available for Grant under the Scheme have been issued and exercised, whichever is earlier.

## 2. Definitions and Interpretation

### 2.1 Definitions

- i. "**Applicable Law**" means every law relating to employee stock options by whatever name called, including but without limitation to the Companies Act, Securities and Exchange Board of India Act 1992, the Securities and Exchange Board of India (Issue of Capital and Disclosure Requirements) Regulations 2018 ("**ICDR Regulations**"), the Securities Contracts (Regulation) Act, 1956, ("**SCRA Regulations**"), the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("**LODR Regulations**"), the Securities and Exchange Board of India (Share Based Employee Benefits and Sweat Equity) Regulations, 2021 ("**SBEB Regulations**"), as amended and enacted from time to time read with all circulars and notifications issued thereunder and all relevant tax, securities, exchange control or corporate laws of India or of any relevant jurisdiction or of any Stock Exchange on which the Shares are listed or quoted.
- ii. "**Board**" shall have the same meaning as defined under section 2(10) of the Companies Act.
- iii. "**Committee**" means the Nomination and Remuneration Committee constituted by the Board from time to time, comprising of such members of the Board as provided under Regulation 19 of the LODR Regulations, as amended from time



to time and having such powers as specified under the SBEB Regulations read with powers specified in this Scheme.

- iv. **“Companies Act”** means the Companies Act, 2013 read with rules issued thereunder from time to time and includes any statutory modifications or reenactments thereof.
- v. **“Company”** means **“Zim Laboratories Limited”**, a company registered in India under the provisions of the Companies Act, 1956, having CIN: L99999MH1984PLC032172 and having its registered office at Sadoday Gyan (Ground Floor), Opp. NADT, Nelson Square, Nagpur, Maharashtra – 440013.
- vi. **“Company Policies/Terms of Employment”** means the Company’s policies for Employees and the terms of employment as contained in the employment letter and the company handbook, which includes provisions requiring a desired level of performance, securing confidentiality, non-compete and non-poaching of other Employees and customers.
- vii. **“Director”** shall have the same meaning as defined under section 2(34) of the Companies Act.
- viii. **“Eligibility Criteria”** means the criteria as may be determined from time to time by the Committee for granting the Options to the Employees.
- ix. **“Employee”** means
  - a. an employee as designated by the Company, who is exclusively working in India or outside India;
  - b. a Director of the Company, whether a whole-time director or not, including a non-executive director who is not a Promoter or member of the Promoter Group;
  - c. an employee as defined in sub-clauses (a) or (b), of a Subsidiary Company, in India or outside India;

**but does not include**

- (i) an employee who is a Promoter or belongs to the Promoter Group;
- (ii) a Director who either by himself or through his relatives or through any body corporate, directly or indirectly holds more than 10% of the issued and subscribed Shares of the Company;
- (iii) an Independent Director



- x. **"Employee Stock Option"** means an Option granted to an Employee, which gives such Employee the right, but not an obligation, to purchase or subscribe at a future date the Shares underlying the Option at a pre-determined price.
- xi. **"ESOS 2023"** means the 'ZIM Laboratories Employee Stock Option Scheme 2023' under which the Company is authorized to grant Options to the Employees.
- xii. **"Exercise"** of an Option means expression of an intention by an Employee to the Company to purchase the Shares underlying the Options vested in him, in pursuance of the Scheme, in accordance with the procedure laid down by the Company for Exercise of Options.
- xiii. **"Exercise Period"** means such time period after Vesting within which the Employee should Exercise the Options vested in him in pursuance of the Scheme.
- xiv. **"Exercise Price"** means the price payable by an Employee in order to Exercise the Options granted to him in pursuance of the Scheme.
- xv. **"Grant"** means issue of Options to the Employees under the Scheme.
- xvi. **"Grant Date"** means the date of the meeting of the Committee in which Grant of Options to the Employees is approved or any such date which may be determined by the Committee as the Grant date.

**Explanation:** For accounting purposes, the Grant Date will be determined in accordance with applicable accounting standards.

- xvii. **"Independent Director"** means a Director within the meaning of Section 149(6) of the Companies Act read with Regulation 16(1)(b) of the LODR Regulations.
- xviii. **"Market Price"** means the latest available closing price on the Stock Exchange on which the Shares of the Company are listed, immediately prior to the Relevant Date.

**Explanation-** If Shares are listed on more than one Stock Exchange, then the closing price of the Shares on the Stock Exchange having higher trading volume shall be considered as the Market Price.

- xix. **"Merchant Banker"** shall have the same meaning assigned to it under the Securities and Exchange Board of India (Merchant Bankers) Regulations, 1992, which is registered under Section 12 of the Securities and Exchange Board of India Act, 1992 (15 of 1992).
- xx. **"Misconduct"** means any of the following acts or omissions by an Employee in addition to any provisions prescribed in the Company Policies/Terms of Employment, amounting to violation or breach of the Company Policies/Terms



of Employment, as determined by the Committee after giving the Employee an opportunity of being heard:

- a) dishonest statements or acts of an Employee, with respect to the Company;
- b) any misdemeanour involving moral turpitude, deceit, dishonesty, or fraud committed by the Employee;
- c) gross negligence, misconduct or insubordination of the Employee in connection with the performance of his duties and obligations towards the Company;
- d) participating or abetting a strike in contravention of any law for the time being in force;
- e) Misconduct as provided under the labour laws after following the principles of natural justice; or
- f) Any other terms and conditions as notified by the Committee from time to time.

- xxi. **"Option"** means Employee Stock Options within the meaning of the Scheme.
- xxii. **"Option Grantee"** means an Employee who has been granted an Option and has accepted such Grant as required under the Scheme and shall deem to include nominee/ legal heir of an Option Grantee in case of his/her death to the extent provisions of the Scheme are applicable to such nominee/ legal heir.
- xxiii. **"Permanent Incapacity"** means any disability of whatsoever nature, be it physical, mental or otherwise, which incapacitates or prevents or handicaps an Employee from performing any specific job, work or task which the said Employee was capable of performing immediately before such disablement, as determined by the Committee based on a certificate of a medical expert identified by the Company.
- xxiv. **"Promoter"** shall have the same meaning assigned to it under the ICDR Regulations.
- xxv. **"Promoter Group"** shall have the same meaning assigned to it under the ICDR Regulations.
- xxvi. **"Relevant Date"** means any of the following dates as the context requires:
  - (i) in the case of Grant, the date of the meeting of the Committee on which the Grant is made; or
  - (ii) in the case of Exercise, the date on which the notice of Exercise is given to the Company by the Option Grantee.
- xxvii. **"Retirement"** means retirement as per the rules of the Company.



- xxviii. **"Scheme"** means and refers to 'Zim Lab Employee Stock Option Scheme 2023' defined hereof.
- xxix. **"Secretarial Auditor"** means a company secretary in practice appointed by a company under Rule 8 of the Companies (Meetings of Board and its Powers) Rules, 2014 to conduct secretarial audit pursuant to regulation 24A of the LODR Regulations.
- xxx. **"Shares"** means equity shares of the Company of face value of **Rs. 10 (Rupees Ten)** each fully paid-up.
- xxxi. **"Stock Exchange"** means National Stock Exchange Limited or BSE Limited or any recognized other stock exchange in India on which the Company's Shares are listed.
- xxxii. **"Subsidiary Company"** shall have the same meaning as defined under Section 2(87) of the Companies Act and includes any present or future subsidiary company of the Company.
- xxxiii. **"Unvested Option"** means an Option in respect of which the relevant Vesting Conditions have not been satisfied and as such, the Option Grantee has not become eligible to Exercise the Option.
- xxxiv. **"Vested Option"** means an Option in respect of which the relevant Vesting Conditions have been satisfied and the Option Grantee has become eligible to Exercise the Option.
- xxxv. **"Vesting"** means earning by the Option Grantee, of the right to Exercise the Options granted to him in pursuance of the Scheme.
- xxxvi. **"Vesting Condition"** means any condition subject to which the Options granted would vest in the Option Grantee.
- xxxvii. **"Vesting Period"** means the period during which the Vesting of the Option granted to the Employee, in pursuance of the Scheme takes place.

## 2.2 Interpretation

In this Scheme, unless the contrary intention appears:

- a) the clause headings are for ease of reference only and shall not be relevant to interpretation;
- b) a reference to a clause number is a reference to its sub-clauses;
- c) words in singular number include the plural and vice versa;
- d) words importing a gender include any other gender; and



- e) a reference to a Schedule includes a reference to any part of that Schedule which is incorporated by reference.
- f) for the purposes of any calculation under this Scheme any fraction will be rounded up or down to the nearest integer;
- g) reference to any statute, rules, regulations, or notification shall include any amendment, modification, substitution or re-enactment thereof.
- h) in the context of an Employee of the Subsidiary Company, any reference to Company Policies / Terms of Employment shall refer to such Subsidiary Company, as the case may be;
- i) the terms defined above, including their grammatical variations and cognate expressions, shall, unless repugnant to the context or meaning thereof, for the purposes of this Scheme have the meanings herein specified and terms not defined above shall have the meanings as defined in the Applicable Laws, as the context requires; and
- j) Words / phrases and expressions used and not defined here but defined in the Applicable Laws and any statutory modification or re-enactment thereto, shall have the meanings respectively assigned to them in those legislation, as the context requires.

### 3. Authority and Ceiling

- 3.1 The shareholders of the Company by way of special resolution dated 28<sup>th</sup> January, 2024 approved the Scheme authorizing the Committee to grant not exceeding **9,94,404 (Nine Lakhs Ninety-four Thousand Four Hundred and Four)** Options to the eligible Employees in one or more tranches, from time to time, which in aggregate exercisable into not more than **9,94,404 (Nine Lakhs Ninety-four Thousand Four Hundred and Four)** Shares, with each such Option conferring a right upon the Employees to apply for one Share in the Company in accordance with the terms and conditions as may be decided under the Scheme.
- 3.2 The maximum number of Options under Scheme that may be granted to each Employee per Grant and in a year shall not exceed **4,87,257 (Four Lakhs Eighty Seven Thousand Two Hundred and Fifty Seven)** and in aggregate shall not exceed **4,97,202 (Four Lakhs Ninety-seven Thousand Two Hundred and Two)** Options at the time of Grant of Option.
- 3.3 Prior approval of shareholders of the Company in the general meeting by passing special resolution shall be obtained in case the Grant of Options to any identified Employee, during any one year, is equal to or exceeding 1% (one percent) of the issued capital (excluding outstanding warrants and conversions) of the Company at the time of Grant of Option.



- 3.4 If an Option expires, lapses or becomes un-exercisable due to any reason, it shall be brought back to the Options pool as mentioned in Sub-clause 3.1 and shall become available for future Grants, subject to compliance with all Applicable Laws.
- 3.5 Where Shares are issued consequent upon Exercise of an Option under the Scheme, the maximum number of Shares that can be issued under Scheme as referred to in Clause 3.1 above shall stand reduced to the extent of such Shares issued.
- 3.6 In case of a Share split or consolidation, if the revised face value of the Share is less or more than the current face value as prevailing on the date of coming into force of this Scheme, the maximum number of Shares being granted under the Scheme as specified above shall stand modified accordingly, so as to ensure that the cumulative face value (number of Shares X face value per Share) prior to such Share split or consolidation remains unchanged after such Share split or consolidation.

#### **4. Administration**

- 4.1 The Scheme shall be administered by the Committee. All questions of interpretation of the Scheme or any Option shall be determined by the Committee and such determination shall be final and binding upon all persons having an interest in the Scheme or in any Option issued thereunder.
- 4.2 The Committee shall in accordance with this Scheme and Applicable Laws determine the following:
- (a) The Eligibility Criteria for Grant of Options to the Employees;
  - (b) The quantum of the Option to be granted under the Scheme per Employee, subject to the ceiling as specified in Para 3.1;
  - (c) the specific Exercise Period within which the Employee should Exercise the Option and that Option would lapse on failure to Exercise the Option within the Exercise Period;
  - (d) the specified time period within which the Employee shall Exercise the Vested Option in the event of termination or resignation of an Employee;
  - (e) the right of an Employee to Exercise all the Options vested in him at one time or at various points of time within the Exercise Period;
  - (f) the procedure for making a fair and reasonable adjustment to the number of Option and to the Exercise Price in case of corporate actions such as rights issues, bonus issues, merger, sale of division and others. In this regard following shall be taken into consideration by the Committee:
    - (i) the number and the price of Option shall be adjusted in a manner such that total value of the Option remains the same after the corporate action; and



- (ii) the Vesting Period and the life of the Option shall be left unaltered as far as possible to protect the rights of the Option Grantees.
  - (g) the procedure and terms for the Grant, Vesting and Exercise of Option in case of Employees who are on long leave;
  - (h) the aspects pertaining to the acts of commission & omission, which may be considered/ determined as Misconduct & terms and conditions relevant thereto;
  - (i) the conditions under which Option vested in Employees may lapse in case of termination of employment for Misconduct;
  - (j) Determine the procedure for buy-back of Options granted under the Scheme if to be undertaken at any time by the Company, and the applicable terms and conditions, including:
    - i) permissible sources of financing for buy-back;
    - ii) any minimum financial thresholds to be maintained by the Company as per its last financial statements; and
    - iii) limits upon quantum of Options that the Company may buy-back in a financial year;
  - (k) Formulate suitable policies and procedures to ensure that there is no violation of Applicable Laws, in relation to this Scheme by the Company and the Employees;
  - (l) The procedure for funding for Exercise of Options, as permitted under the Applicable Laws; and
  - (m) approve forms, writings and/or agreements for use in pursuance of the Scheme.
- 4.3 The Committee shall also frame suitable policies and systems to ensure that there is no violation of (a) Securities and Exchange Board of India (Prohibition of Insider Trading) Regulations, 2015 (as amended from time to time) (b) Securities and Exchange Board of India (Prohibition of Fraudulent and Unfair Trade Practices relating to the Securities Market) Regulations, 2003 (as amended from time to time) and (c) any other regulation as may be notified by the Securities and Exchange Board of India or any other authority from time to time, by the Company, Subsidiary Company of the Company and any Employee.
- 4.4 The Committee shall have a right to delegate or authorize any officer of the Company, if required and subject to the extent allowed under the Applicable Laws, such power to do specific acts and things without limitation to the listing of Shares on recognized Stock Exchange(s) arising pursuant to Exercise of Vested Options, execution and submission of various document(s) to recognized Stock Exchange(s) or any other institution as may be deemed necessary in connection with the Scheme.



## **5. Eligibility and Applicability**

- 5.1 Only Employees are eligible for being granted Option under the Scheme. The specific Employees to whom the Option would be granted, and their Eligibility Criteria shall be determined by the Committee.
- 5.2 The broad criteria for appraisal and selection may include parameters like tenure of association with the Company, performance during the previous years, contribution towards strategic growth, contribution to team building and succession, cross-functional relationship, expected role for the corporate growth, etc.

**Provided that** the Committee while granting the Options to any eligible employee(s) of any Subsidiary company(ies), shall at its discretion, consider the factors including but not limited to the role(s) of such employee(s) for safeguarding the interest of the Company, or such employee's contribution to the Company.

- 5.3 The Scheme shall be applicable to the
- Company (including any successor company thereof), its Employees and
  - Subsidiary Company(ies) and their employees/ directors, to the extent any of them covered as "Employees" under the Scheme.

## **6. Grant and Acceptance of Grant**

### **6.1 Grant of Options**

- Grants contemplated under the Scheme shall be made on such day and month as decided by the Committee at its discretion.
- Each Grant of Option under the Scheme shall be made in writing by the Company to the eligible Employees fulfilling the Eligibility Criteria in a letter of Grant as may be approved containing specific details of the Grant, and disclosure requirements, as prescribed under Applicable Laws.

### **6.2 Acceptance of the Grant**

Any eligible Employee who wishes to accept the Grant made under this Scheme must deliver to the Company a duly signed acceptance of the letter of Grant on or before the date ("**Closing Date**") which shall not be more than 60 days from the date of the Grant, as specified in the letter of Grant. On receipt of signed acceptance by the Company, the eligible Employee will become the Option Grantee.

- 6.3 Any eligible Employee who fails to deliver the signed acceptance of the letter of Grant on or before the Closing Date stated above, shall be deemed to have rejected the Grant unless the Committee determines otherwise.

- 6.4 No amount would be required to be paid by the Option Grantee at the time of Grant.



## 7. Vesting Schedule and Vesting Conditions

- 7.1 Option granted under the Scheme shall vest not earlier than minimum period of **1 (one)** year and not later than maximum period of **4 (four)** years from the date of Grant.

**Provided that** in case where Options are granted by the Company under the Scheme in lieu of options held by a person under a similar Scheme in another company ("**Transferor Company**") which has merged or amalgamated with the Company, the period during which the options granted by the Transferor Company were held by him may be adjusted against the minimum Vesting Period required under this Sub-clause in due compliance with the provisions of SBEB Regulations.

**Provided further that** in the event of death or Permanent Incapacity of an Employee, the minimum Vesting Period shall not be applicable and in such instances, all the Unvested Options shall vest with effect from date of the death or Permanent Incapacity.

**Provided further that** in case of Retirement, all Unvested Options as on the date of Retirement would continue to Vest in accordance with the original vesting schedules even after the Retirement unless otherwise determined by the Committee in accordance with the Company's Policies and provisions of the then prevailing Applicable Laws.

- 7.2 Unless otherwise determined by the Committee, the specific Vesting schedule for any Grant shall be as follows:

| Dates of Vesting                                   | Vesting of Options         |
|----------------------------------------------------|----------------------------|
| 1 <sup>st</sup> Anniversary from the date of Grant | 10% of the Options granted |
| 2 <sup>nd</sup> Anniversary from the date of Grant | 20% of the Options granted |
| 3 <sup>rd</sup> Anniversary from the date of Grant | 30% of the Options granted |
| 4 <sup>th</sup> Anniversary from the date of Grant | 40% of the Options granted |

- 7.3 The Options would vest essentially on the basis of continued tenure. Apart from this, the Committee may prescribe achievement of performance condition(s), the criteria being a mix of corporate, business unit/segment, and individual performance for Vesting as per the disclosure made in the explanatory statement to the special resolution approving this ESOS 2023. The relative weightage of performance conditions shall be determined by the Committee on each occasion of Grant which may differ from Employee to Employee or classes thereof depending on the existing and expected role of the concerned Employees. The Committee may assign performance conditions when Options are granted at a discount percentage equal to or more than 10% of the Market Price at the time of Grant. The specific Vesting Conditions subject to which Vesting would take place shall be specified in the letter of Grant issued to the Option Grantee at the time of Grant.
- 7.4 As a prerequisite for a valid Vesting, an Option Grantee is required to be in employment or service of the Company, on the date of Vesting. An Option Grantee who has tendered his/her resignation and is serving the notice period after resignation, such notice period



shall not be considered for Vesting and all the Unvested Options as on date of resignation shall be cancelled forthwith. Further, an Option Grantee must not be subject to any disciplinary proceedings pending against him on such date of Vesting. In case of any disciplinary proceedings against any Option Grantee, the relevant Vesting shall be kept in abeyance until disposal of the proceedings. In case of reinstatement, Vesting shall happen as if there was no abeyance. In case of termination from employment/ service, the provisions of serial number 2 in the table given in Sub-clause 8.2 of the Scheme shall apply.

- 7.5 The Vesting dates, Vesting Schedule and Vesting Condition in respect of the Options granted under the Scheme shall be determined by the Committee and may vary from an Employee to Employee or any class thereof and / or in respect of the number or percentage of Options to be vested and would be outlined in the document given to the Option Grantee at the time of Grant of Options.

7.6 **Vesting of Options in case of Employees on long leave**

The period of leave shall not be considered in determining the Vesting Period in the event the Employee is on a sabbatical. In all other events including approved earned leave and sick leave, the period of leave shall be included to calculate the Vesting Period unless otherwise determined by the Committee.

8. **Exercise**

8.1 **Exercise Price**

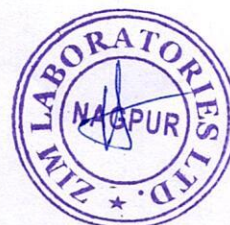
- (a) The Exercise Price per Option as may be determined by the Committee subject to a maximum discount of up to 20% of the Market Price of the share of the Company at the time of Grant.
- (a) The Exercise Price shall be specified in the letter issued to the Option Grantee at the time of the Grant.
- (b) Payment of the Exercise Price shall be made by a crossed cheque, or a demand draft drawn in favor of the Company or in such other manner as the Company may decide from time to time.

8.2 **Exercise Period**

The Exercise Period in respect of the Vested Option shall be subject to a maximum period of **2 (Two) years** from the date of Vesting of Options.

(a) **Exercise while in employment:**

The Exercise Period for Vested Options shall be a maximum of **2 (two) years** commencing from the relevant date of Vesting of Options, or such other shorter period as may be prescribed by the Committee at time of Grant. All the Vested Options can be exercised by the Option Grantee at one time or at various points of time within the Exercise Period.



**(b) Exercise in case of separation from employment:**

Subject to maximum Exercise Period stated above, the Vested Options can be exercised as under:

| S. No. | Events of separation                                               | Vested Options                                                                                                                                                                                                                                                                                                                          | Unvested Options                                                                                                                                                                                                                                                                                                                                                                                                                      |
|--------|--------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 1      | <b>Resignation/ Termination<br/>(Other than due to Misconduct)</b> | All the Vested Options as on the date of resignation/ termination shall be exercisable by the Option Grantee <b>on/before the date of resignation/ termination</b> . All the unexercised Vested Options after the date of resignation/ termination shall stand <b>cancelled</b> with effect from such date of resignation/ termination. | All the Unvested Options as on date of submission of resignation/ termination shall stand <b>cancelled</b> with effect from date such resignation/ termination.                                                                                                                                                                                                                                                                       |
| 2      | <b>Termination due to Misconduct</b>                               | All the Vested Options at the time of such termination shall stand <b>cancelled</b> with effect from the date of such termination.                                                                                                                                                                                                      | All the Unvested Options at the time of such termination shall stand <b>cancelled</b> with effect from the date of such termination.                                                                                                                                                                                                                                                                                                  |
| 3      | <b>Retirement</b>                                                  | Subject to maximum Exercise Period, all the Vested Options as on the date of Retirement shall be exercisable by the Option Grantee within a period of <b>24 months</b> from the date of Retirement.                                                                                                                                     | All Unvested Options as on the date of Retirement would continue to vest in accordance with the <b>original vesting schedules</b> even after the Retirement unless otherwise determined by the Committee in accordance with the Company's Policies, if any, and provisions of the then prevailing Applicable Law.<br><br>Such aforesaid Vested Options can be exercised within a period of <b>24 months</b> from the date of Vesting. |



| S. No. | Events of separation                                               | Vested Options                                                                                                                                                                                 | Unvested Options                                                                                                                                                                                                           |
|--------|--------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| 4      | <b>Death</b>                                                       | All Vested Options may be exercised by the Option Grantee's nominee or legal heir immediately after, but in no event later than <b>24 months</b> from the date of death of the Option Grantee. | All the Unvested Options as on date of death shall <b>vest immediately</b> in the Option Grantee's nominee or legal heir and can be exercised in the manner defined for Vested Options.                                    |
| 5      | <b>Permanent Incapacity</b>                                        | All Vested Options may be exercised by the Option Grantee, immediately after, but in no event later than <b>24 months</b> from the date of such incapacity.                                    | All the Unvested Options as on date of incurring of such incapacity shall <b>vest immediately</b> with effect from such event to the Option Grantee and can be exercised in the same manner as defined for Vested Options. |
| 6      | <b>Termination due to reasons apart from those mentioned above</b> | The Committee <b>shall decide</b> whether the Vested Options as on that date can be exercised by the Option Grantee or not, and such decision shall be final.                                  | All Unvested Options on the date of such termination shall stand <b>cancelled</b> unless otherwise required by Applicable Laws.                                                                                            |

### 8.3 Exercise in case of transfer of employment/ service

In the event of transfer of an Option Grantee from the Company to any of its Subsidiaries Companies, the Vested Options as on the date of transfer, shall be capable of being exercised as if the employment/ service of the Option Grantee is being continued and in case of Unvested Options, such Options shall continue to vest as per the original schedule and be exercised accordingly, subject to the compliance of the Applicable Laws.

8.4 The Options shall be deemed to have been exercised when an Employee makes an application in writing to the Company or by any other means as decided by the Committee, for the issue of Shares against the Options vested in him, subject to payment of Exercise Price and compliance of other requisite conditions of Exercise.

8.5 The Options not exercised within the Exercise Period shall lapse and the Employee shall have no right over such lapsed or cancelled Options.



## 8.6 Lapse of Options

The Options not exercised within the respective Exercise Period prescribed in Sub-clauses of Clause 8 shall lapse and be deemed to be cancelled on expiry of such Exercise Period. The Option Grantee shall have no right or recourse over such lapsed/ cancelled Options.

## 9. Lock-in

The Shares arising out of Exercise of Vested Options shall not be subject to any lock-in period from the date of allotment of such Shares under the Scheme.

**Provided that** the Shares allotted on such Exercise cannot be sold for such further period or intermittently as required under the terms of Code of Conduct for Prevention of Insider Trading of the Company framed under Securities and Exchange Board of India (Prohibition of Insider Trading), Regulations, 2015.

## 10. Exit route in case of de-listing

If the Company gets de-listed from all the recognized Stock Exchanges, then the Committee shall have the power to set out terms and conditions for the treatment of Vested Options and Unvested Options in due compliance with the Applicable Laws.

## 11. Restriction on transfer of Options

- 11.1 The Option shall not be pledged, hypothecated, mortgaged, or otherwise alienated in any other manner.
- 11.2 Options shall not be transferable to any person except in the event of death of the Option Grantee, in which case provisions at sub-clause 8.2(b) would apply.
- 11.3 No person other than the Employee to whom the Option is granted shall be entitled to Exercise the Option except in the event of the death of the Option Grantee holder, in which case provisions at sub-clause 8.2(b) would apply.

## 12. Rights as a shareholder

- 12.1 The Employee shall not have a right to receive any dividend or to vote or in any manner enjoy the benefits of a shareholder in respect of Options granted, till Shares underlying such Options are issued by the Company up on Exercise of such Option.
- 12.2 Nothing herein is intended to or shall give the Option Grantee any right or status of any kind as a shareholder of the Company (for example, bonus shares, rights shares, dividend, voting, etc.) in respect of any Shares covered by the Grant unless the Option Grantee exercises the Option and becomes a registered holder of the Shares of the Company.
- 12.3 In case of any corporate action (for example, bonus issue, right issue, share split, buyback, merger, sale of divisions, etc.) the Option Grantee shall not be eligible for any



right or status of any kind as a shareholder of the Company. However, the necessary adjustments to the number of Options or the Exercise Price or both would be made in accordance with sub-clause 4.2 (f) of the Scheme.

**13. Deduction/Recovery of Tax**

- 13.1 The liability of paying taxes, if any, in respect of Options granted pursuant to this Scheme and the Shares issued pursuant to Exercise thereof shall be entirely on Option Grantee and shall be in accordance with the provisions of Income Tax Act, 1961 read with rules issued thereunder and/or Income Tax Laws of respective countries as applicable to eligible Employees of Company working abroad, if any.
- 13.2 The Company shall have the right to deduct from the Employee's salary or recover any tax that is required to be deducted or recovered under the Applicable Laws. In case of non-continuance of employment, the outstanding amount of the tax shall be recovered fully on or before full and final settlement.
- 13.3 The Company shall have no obligation to deliver Shares until the Company's tax deduction obligations, if any, have been satisfied by the Option Grantee in full.

**14. Authority to vary terms**

- 14.1 For the purpose of efficient implementation and administration of the Scheme but subject to the Applicable Laws and approval of the shareholders of the Company by way of a special resolution, Committee may revise any of the terms and conditions in respect of existing or any new grant of Options provided that the variation is not prejudicial to the interest of the Employees.

Provided that the Company shall be entitled to vary the terms of the Scheme to meet any regulatory requirement without seeking shareholders' approval by way of a special resolution.

- 14.2 The Committee may also re-price the Options which are not exercised, whether or not they have been vested, if the Scheme is rendered unattractive due to fall in the price of the Shares.

**15. Miscellaneous**

- 15.1 Government Regulations

This Scheme shall be subject to all Applicable Laws, and approvals from government authorities. The Grant and the allotment of Shares under this Scheme shall also be subject to the Company requiring Employees to comply with all Applicable Laws.

- 15.2 Inability to obtain authority

The inability of the Company to obtain authority from any regulatory body having jurisdiction over the Company, or under any Applicable Laws, for the lawful issuance



and sale of any Shares hereunder shall relieve and wholly discharge the Company from any and all liability in respect of the failure to issue or sell such Shares.

15.3 Neither the existence of this Scheme nor the fact that an individual has on any occasion been granted an Option shall give such individual any right, entitlement or expectation that he has or will in future have any such right, entitlement or expectation to participate in this Scheme by being granted an Option on any other occasion.

15.4 The rights granted to an Option Grantee upon the grant of an Option shall not afford the Option Grantee any rights or additional rights to compensation or damages in consequence of the loss or termination of his office or employment with the company for any reason whatsoever (whether or not such termination is ultimately held to be wrongful or unfair).

15.5 The Option Grantee shall not be entitled to any compensation or damages for any loss or potential loss which he may suffer by reason of being unable to exercise an Option in whole or in part.

15.6 General Risks

Participation in the Scheme shall not be construed as any guarantee of return on the equity investment. Any loss due to fluctuations in the price of the equity and the risks associated with the investments is that of the Option Grantee alone.

**16. Accounting and Disclosures**

The Company shall follow the requirements including the disclosure requirements and IND AS 102 on Share-based payments and/ or any relevant accounting standards as may be prescribed by the Central Government in terms of Section 133 of the Companies Act, 2013 or any other appropriate authority, from time to time, including any guidance note on Accounting for employee share-based payments issued in that regard from time to time and the disclosure requirements prescribed therein, in compliance with relevant provisions of Regulation 15 of SBEB Regulations.

**17. Certificate from Secretarial Auditors**

The Board shall at each annual general meeting place before the shareholders a certificate from the Secretarial Auditors of the Company that the Scheme has been implemented in accordance with the SBEB Regulations and in accordance with the resolution of the Company in the general meeting.

**18. Governing Laws**

18.1 The terms and conditions of the Scheme shall be governed by and construed in accordance with the Applicable Laws including the Foreign Exchange Laws mentioned below.

18.2 Foreign Exchange Laws



In case any Options are granted to any Employee being resident outside India belonging to the Company working outside India, the provisions of the Foreign Exchange Management Act, 1999 and rules or regulations made thereunder as amended and enacted from time to time shall be applicable and the Company has to comply with such requirements as prescribed from time to time in connection with Grant, Vest, Exercise of Options and issue of Shares thereof.

## **19. Notices**

19.1 All notices of communication required to be given by the Company to an Option Grantee by virtue of this Scheme shall be in writing. The communications shall be made by the Company in any one or more of the following ways:

- i. Sending communication(s) to the address of the Option Grantee available in the records of the Company; and/ or
- ii. Delivering the communication(s) to the Option Grantee in person with acknowledgement of receipt thereof; and/ or
- iii. Emailing the communication(s) to the Option Grantee at the official email address provided if any by the Company during the continuance of employment or at the email address provided by the Option Grantee after cessation of employment.

19.2 All notices of communication to be given by an Option Grantee to the Company in respect of Scheme shall be sent to the address mentioned below:

[Mr. Piyush Nikhade]

[ **Company Secretary**]

**Zim Laboratories Limited**

**Address:** Sadoday Gyan (Ground Floor), Opp. NADT, Nelson Square, Nagpur, Maharashtra – 440013

**E-mail:** [cs@zimlab.in]

## **20. Nomination**

The Employee has to nominate a person as his/her nominee. The nominee in case of death or legal incapacity of Employee shall be the legal representative recognized by the Company as the inheritor of the Employee in respect of all rights and liabilities for the purposes of this Scheme.

## **21. Jurisdiction**

21.1 The Courts in Nagpur, India shall have jurisdiction in respect of any and all matters, disputes or differences arising in relation to or out of this Scheme.

21.2 Nothing in this Sub-clause will however limit the right of the Company to bring proceedings against any Employee in connection with this Scheme:



- (i) in any other court of competent jurisdiction; or
- (ii) con-currently in more than one jurisdiction.

## **22. Listing of the Shares**

- 22.1 The Company shall not Grant Options under the Scheme unless it obtains in-principle approval from the Stock Exchanges where it is listed.
- 22.2 The Company shall appoint a Merchant Banker for the implementation of the Scheme upto in-principle approval from the Stock Exchanges where it is listed.
- 22.3 Subject to the approval of the Stock Exchange(s), the Shares issued and allotted on Exercise of the Options shall be listed on the recognized Stock Exchange(s) on which the Shares of the Company are listed.

## **23. Severability**

In the event any one or more of the provisions contained in this Scheme shall for any reason be held to be invalid, illegal, or unenforceable in any respect, such invalidity, illegality or unenforceability shall not affect the other provisions of this Scheme, but the Scheme shall be construed as if such invalid, illegal, or unenforceable provision had never been set forth herein, and the Scheme shall be carried out as nearly as possible according to its original intent and terms.

## **24. Confidentiality**

- 24.1 An Option Grantee must keep the details of the Scheme and all other documents in connection thereto strictly confidential and must not disclose the details with any of his peer, colleagues, co-employees or with any employee and/ or associate of the Company or that of its affiliates. In case Option Grantee is found in breach of this confidentiality Clause, the Company has undisputed right to terminate any agreement and all unexercised Options shall stand cancelled immediately. The decision and judgment of the Company regarding breach of this confidentiality Clause shall be final, binding and cannot be questioned by Option Grantee. In case of non-adherence to the provisions of this clause, the Committee shall have the authority to deal with such cases as it may deem fit.
- 24.2 On acceptance of the Grant of Option offered by the Company, it shall be deemed that as if the Option Grantee has authorized the Company to disclose information relating to the Option Grantee during the process of implementation of the Scheme or while availing any consulting or advisory services thereof or any other incidental services to its officers, professional advisors, agents and consultants on a need to know basis.

-----End of Scheme -----

