



# **Code of Conduct for Directors and Employees of Persistent Group**

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## Preamble

This Code of Conduct (the “Code”) has been adopted by Persistent Systems Limited for its Directors and all Employees of Persistent Group under Regulation 17(5)(a) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

This Code is expected to help maintain high standards of business conduct for the Company (as defined below) and to promote ethical conduct. This Code is derived from three interlinked fundamental principles, viz. good corporate governance, good corporate citizenship, and exemplary personal conduct. Directors and Employees must act within the bounds of the authority conferred upon them and with a duty to make and enact informed decisions and policies in the best interests of the Company and its shareholders / stakeholders. Directors and Employees should ensure that they do not derive any undue personal benefit because of their position in the Company and / or exposure to certain confidential information coming to their knowledge.

With a view to maintain the high standards that the Company (as defined below) requires, the following Code should be observed by Directors and Employees of Persistent Group while carrying out business of the Company (as defined below).

## Definition

Board shall mean the Board of Directors of various Companies of Persistent Group i.e., Persistent Systems Limited and its subsidiaries and step-down subsidiaries.

Company shall mean Persistent Systems Limited and its subsidiaries, step-down subsidiaries and shall also include any new corporate forms it assumes in the future.

Employees means all employees of the Company, its subsidiaries, step-down subsidiaries (Persistent Group) whether in India or overseas and shall refer to them collectively as well as individually.

Compliance Officer shall mean the Company Secretary, or the Chairperson of the Ethics Committee of the company as authorized by the Board of Directors of Persistent Systems Limited from time to time to be the Compliance Officer for the purposes of the Code, who will be available to Directors and Employees to answer questions arising out of the Code.

# Policy

## Honesty and Integrity

Directors and Employees shall act on behalf of the Company and on their personal behalf, with honesty, integrity, and fairness. Directors and Employees shall act in good faith, responsibility, with due care, skill, competence, and diligence, without allowing their independent judgment to be subordinated. Directors shall fulfill the fiduciary obligations and act in the best interests of the Company, its stakeholders and for the protection of environment.

## Conflict of Interest

Directors and Employees shall not engage in any business, relationship, or activity, which may be in conflict with interests of the Company. A conflict of interest occurs when personal interest of a Director or Employee conflicts in any way, or even appears to conflict, with the interest of the Company as a whole. A conflict of interest also arises when a Director or Employee or a member of his or her immediate family is likely to receive undue personal benefit as a result of his or her position as a Director or Employee of the Company.

Conflict may arise in many situations. It is not possible to cover every possible conflict situation and at times, it will not be easy to distinguish between proper and improper activity. Set forth, are illustratively some of the common circumstances that may lead to a conflict of interest, actual or potential, and need to be avoided:

- 1\ Engaging in any activity / employment that interferes with the performance or responsibility to the Company or is otherwise in conflict with or prejudicial to the Company.
- 2\ Material investment in a company, customer, supplier, developer, or competitor or in any activity that is likely to compromise their responsibility to the Company.
- 3\ Conducting Company's business with a relative or with a firm / company in which a relative / related party is associated in any significant role.

If any transactions which prima facie appear to be conflicting with the interest of the Company but are unavoidable, the Director or Employee involved in such transaction should first obtain approval from the Managing/Executive Director of Persistent Systems Limited before such transaction is entered into. The application seeking such approval should be routed through Compliance Officer. The Managing/Executive Director would consider the application on the basis of the size and nature of transaction, the Director's or Employee's ability to influence the Company's decisions, his or her access to confidential information of the Company or of the other company and the nature of relationship between the Company and the other party.

In case the Chairman of the Board is interested, the matter should be referred to the Chairman of the Audit Committee of Persistent Systems Limited.

## Corporate Opportunities

Directors shall not exploit for their own personal gain, opportunities that are discovered through the use of Company's property, information or position, unless the opportunity is disclosed fully in writing to the Managing/Executive Director of Persistent Systems Limited and the Managing Director approves to pursue such opportunity through the Compliance Officer.

Employees shall not exploit for their own personal gain, opportunities that are discovered through the use of Company's property, information or position, unless the opportunity is disclosed fully in writing to the Ethics Committee of Persistent Systems Limited and the Managing Director approves to pursue such opportunity through the Compliance Officer.

Directors and Employees must make disclosures to the Board relating to all material financial and commercial transactions, where they have personal interest that may have a potential conflict with the interest of the Company at large (for example dealing in Company's shares, commercial dealings with bodies, which have shareholding of management and their relatives, etc.)

## Compliance with Laws, Rules and Regulations

Directors and Employees shall meticulously comply with all applicable laws, rules, and regulations, in all areas and geographies where the Company operates, both in letter and spirit. Company cannot accept practices which are unlawful or may be damaging Company's reputation. In order to assist the Company in promoting lawful and ethical behavior, Directors and Employees must report any possible violation of law, rules, regulation or the Code to the Ethics Committee at [ethics@persistent.com](mailto:ethics@persistent.com). In the event, the implication of any law is not clear; the Compliance Officer shall be consulted for advice.

## Other Directorships

Directors must report / disclose their directorships in other companies to the Board on an annual basis. If there is any change in directorships in other companies during the course of the year, Directors must promptly advise the same to the Board which will be noted by the Board at the next meeting.

Employees must obtain the prior approval of the panel formed for this purpose viz. [directorship\\_disclosure@persistent.com](mailto:directorship_disclosure@persistent.com) before accepting a directorship in any other company. The application seeking such approval should be routed through Compliance Officer. Directors and Employees shall not accept the directorship / advisor or hold any other capacity of a direct

competitor of the Company or of any firm which is working under any software development field.

Any employee shall act as the director / advisor or hold any other capacity in any other company after making proper disclosure to the Compliance Officer.

## **Dealing with the Internal Customers**

The Directors and Employees shall practice and encourage the spirit of free discussion and debate in the Company and shall show respect for all the co-workers, irrespective of their grade, position, pay, authority, caste, creed, race, or sex. Everyone in the Company shall work with the values of trust, teamwork, mutuality, collaborate with objectivity, self-respect and human dignity.

## **Dealing with the External Customers**

Each Director and Employee should deal fairly with clients, vendors, and competitors. They should not take unfair advantage of anyone through manipulation, concealment, abuse of confidential, proprietary or trade secret information, misrepresentation of material facts, or any other unfair dealing-practices.

## **Confidentiality of Information**

Confidential information, including commercial secrets, technologies, advertising, and sales promotion plans, unpublished price sensitive information or any information concerning the Company's business, its customers, suppliers, etc., which is not in public domain and to which the Directors or Employees have access, must be held in confidence, unless authorized to do so and when disclosure is required as a requirement of law. Directors or Employees shall not provide any information either formally or informally, to the press or any other publicity media, unless specifically authorized by the Managing Director of Persistent Systems Limited.

## **Insider Trading**

Directors and Employees shall not derive benefit or assist others to derive benefit by giving investment advice on the basis of the access to and possession of insider / price sensitive information about the Company which is not in public domain. Directors and Employees shall comply with the Code of Conduct for prevention of insider trading of Persistent Systems Limited or of any other company of Persistent Group.

## Anti-trust and Anti-Competition Behaviour

Persistent is unwavering in its commitment to integrity and ethical business conduct. “Anti-trust” and “Anti-Competition” refers to actions that provide an unfair advantage in the marketplace and other practices which would monopolise competition in the market.

All employees are expected to adhere to all applicable antitrust laws and to deal fairly with each other, and with the Company’s customers, suppliers, competitors and third parties. Employees should not take undue advantage of anyone through collusion, price-fixing, market manipulation or any other practices that may compromise fair competition.

## Gifts and Donations

Directors and Employees shall not receive or offer, directly or indirectly, any gifts, donations, remuneration, hospitality, illegal payments, and comparable benefits which are likely to obtain business (or uncompetitive) favors or influence any business decision for the conduct of business. Nominal gifts of commemorative nature, for special events / occasions could, however, be accepted or offered.

## Protection of Assets

Protection of the Company’s assets is a key responsibility of every person associated with the Company. Directors and Employees are not expected to use Company assets for personal gains. Care should be taken to ensure that assets are not misappropriated, loaned to others or sold without appropriate authorization.

## Other Obligations

The Directors and Employees shall:

- 1\ Dedicate sufficient time, energy, and attention to uplift and better the Company’s performance.
- 2\ Endeavor to attend all the meetings (including committee meetings, if any), proceedings and occasions as are required of the person in a constructive and active manner for the benefit, growth, and development of the Company.
- 3\ Not make any statement or any other commitment without proper authority or with full knowledge that it is false.
- 4\ Never compromise the interest of the Company.
- 5\ Pay sufficient attention and ensure that adequate deliberations are held before approving related party transactions and assure themselves that the same are in the interest of the Company.



- 6\ Undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company and the external environment in which it operates.
- 7\ Seek appropriate clarification and amplification of information and, where necessary, take and follow appropriate professional advice and opinion of outside experts at the expense of the Company.
- 8\ Where they have concerns about the running of the Company or a proposed action, ensure that these are addressed by the Board and, to the extent that they are not resolved, insist that their concerns are recorded in the minutes of the meeting.

- 9\ Ascertain and ensure that the Company has an adequate functional vigil mechanism and to ensure that the interests of a person who uses such mechanism are not prejudicially affected on account of such use.
- 10\ Report concerns about unethical behavior, actual or suspected fraud or violation of the Company's Code of Conduct or Ethics Policy.

## Annual Review

Directors and Employees shall affirm compliance with the Code annually on or before March 31st of every year or such other date as may be determined in this regard. The Corporate Governance Report of Persistent Systems Limited shall contain a declaration to this effect signed by the Managing Director of Persistent Systems Limited.

## Amendment to the Code

The Code is subject to modification / amendment from time to time. Any amendment to the provision(s) of the Code must be approved by the Board based on the recommendation from the Ethics Committee and communicated to the Directors and Employees of Persistent Group.

## Waivers

Any waiver of any provision of this Code for a Director or any employee must be placed for approval before the Audit Committee of Persistent Systems Limited.

## Violations of the Code

It is ethical responsibility of Directors and Employees to abide by and enforce the Code. Any perceived violation of the Code by any Director or Employees should be reported in writing (by any employee / party affected adversely) to the Ethics Committee at [ethics@persistent.com](mailto:ethics@persistent.com). The Board of Directors of Persistent Systems Limited shall take appropriate action against Directors, and the Ethics Committee of Persistent Systems Limited shall take appropriate disciplinary action against Employee, who is found to have violated the Code. The Board / Ethics Committee shall consider various factors such as nature and gravity of the violation and take appropriate action against individuals who violate the provisions of this Code of Conduct. Such action may be taken in various forms, viz., it may impact employee appraisal and remuneration, or it may be a verbal warning or written reprimand, dismissal or referral for criminal prosecution or such action as may be deemed fit in the circumstances of each case.

## Acknowledgement Form

Directors and Employees shall annually sign an acknowledgement form appearing at the end of the Code indicating that they have received, read, understood, and agree to comply with the Code.

I have received and read the Code of Conduct for Directors and Employees of Persistent Group. I agree to abide by and comply with the code.

Signature

Name

Designation

Employee No. / DIN

Date

### About Persistent

With over 23,000 employees located in 21 countries, Persistent Systems (BSE & NSE: PERSISTENT) is a global services and solutions company delivering Digital Engineering and Enterprise Modernization. As a participant of the United Nations Global Compact, Persistent is committed to aligning strategies and operations with universal principles on human rights, labor, environment, and anti-corruption, as well as take actions that advance societal goals. With 268% growth since 2020, Persistent is the fastest-growing Indian IT Services brand according to Brand Finance.

[www.persistent.com](http://www.persistent.com)

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