

# WHISTLE BLOWER POLICY

## 1. Objective:

The Company is committed to ensure compliance of all the applicable laws, Code of Corporate Governance & Ethics adopted by it and policies and procedures framed by it from time to time, by the Directors and employees of the Company.

Purpose of this policy is to provide a framework through which all the Directors and employees report their genuine concerns and actual / potential violations to the designated officials of the Company fearlessly, as provided in Section 177 of the Companies Act, 2013 and Rules made thereunder.

## 2. Who can report:

Any whistle-blower among the Directors and employees of the Company can report genuine concerns and actual or potential violations.

## 3. Concerns / violations that can be reported:

- a) Deliberate or unintentional non compliance of the applicable laws,
- b) Improper and unlawful practices,
- c) Cases of frauds,
- d) Financial and accounting irregularities,
- e) Misappropriation of Company's funds,
- f) Violation of Code of Corporate Governance & Ethics inter-alia non disclosure of conflict of interest or indulging in insider trading.

## 4. Lodging of Complaints:

Complaints on the matters listed at paragraph 3 above, including anonymous, can be directly reported/ lodged with the following officials:

Name : Amit Goyal  
Address : 11/5b, Pusa Road, New Delhi-110005  
Phone No. : 011-32659995, 32479996  
Email id : [accounts@roadwaysindia.com](mailto:accounts@roadwaysindia.com)

5. Investigation Procedure.

- a) All the complaints received by the designated officials as above shall be logged and thereafter shall be forwarded to the Audit Committee.
- b) Audit Committee will suitably investigate the complaint and take appropriate action, after considering the investigation report and other relevant facts.
- c) In case of conflict of interest between the Audit Committee members, the remaining members of the Audit Committee shall deal with the matter.
- d) The Audit Committee, if it deems fit, may engage an independent external agency to conduct investigation.

6. Protection and Safeguards:

Audit Committee shall ensure:

- a) protection of complainant/ witness, if any, against any harassment and victimization
- b) protection of the complainant identity
- c) protection of the complaint or the gist of oral complaint, as the case may be, documents obtained, verified / admitted as evidence.

7. Frivolous Complaints:

Audit Committee shall take suitable action against the complainant for any frivolous complaint.

8. Miscellaneous:

- A) All the relevant documents namely complaint or the gist of oral complaint, as the case may be, information/ document obtained during the investigation as evidence, including from witness, if any shall be fully secured to avoid any tampering and shall be preserved for a period of 2 years.
- B) In exceptional cases as may be decided by Audit Committee after considering the facts of such cases, the whistle blower / complainant shall be provided direct access to the Chairman of the Audit Committee.