



RAMKRISHNA FORGINGS LIMITED

BUSINESS CONTINUITY POLICY

Current Revision date	30 May, 2025
Authority approving the Policy	Board of Directors



1. Purpose

At Ramkrishna Forgings Limited (RKFL), we are dedicated to uninterrupted operations to safeguard shareholders' value, enhance governance, accomplish strategic objectives, and be well-prepared for adverse circumstances.

Like every other business, we are susceptible to hazards that could disrupt the vital business processes, production, and dispatch of the company's goods. In the case of an incident, RKFL will strive to maintain the policy scope under any disruptive and unnatural events to safeguard and limit economic damages to people, the environment, other living organisms, and their ecosystems.

Our strategy is to continue essential business operations and service delivery while ensuring all personnel's safety and security.

2. Policy Scope

The purpose of this policy is to ensure that, in the event of an occurrence that has the potential to interrupt the business operations of the Company, business activities can be maintained at normal or nearly normal performance.

The entire Company, including its offices, subsidiaries and staff, are covered by this policy. It encompasses all potential risks that could disrupt business operations, including:

- Natural Calamities
- Fire accidents
- Vandalism
- Catastrophic Events
- IT Related Events

3. Roles & Responsibilities

This policy ensures that all employees play a role in business continuity and also aims to define responsibilities within the company structure:

Department	Responsibility
Senior Management	<ul style="list-style-type: none">• Determining and reviewing the policy structure• Provide guidance and ongoing support and allocate resources in support of this Policy• Overseeing the implementation of the policy as well as the recovery plan
Chief Risk Officer/ CFO	<ul style="list-style-type: none">• Responsible for overseeing, maintaining, and implementation of this Policy• Send notifications and develop a recovery plan in consultation with senior management for any disaster that interrupts business operations• Periodic review of the Policy



Department	Responsibility
Recovery Team	<ul style="list-style-type: none">• Developing a recovery plan in case of a disaster• Procurement of necessary office and computer supplies• Building perimeter security at affected primary sites• Maintaining a record of loss of life, injuries, structural damage Etc
IT Team	<ul style="list-style-type: none">• Ensuring that recovery plans & procedures related to IT are in place• Transportation of required IT equipment like servers, routers, workstations etc• Maintaining and administering networking and hardware infrastructure along with software platform at the recovery site
Evacuation Team/Administrative Team	<ul style="list-style-type: none">• Safe and speedy evacuation of personnel• Ensures the evacuation of individuals and other vital goods• Take a head count of their respective teams and notify the recovery team

4. Policy Implementation

RKFL will ensure effective implementation of the business continuity policy by following:

- Impact Analysis:** Identifying crucial activities that assist in the smooth and effective running of the Business. This enables the Company to promote a proactive risk management approach.
- Risk Assessment:** Evaluating worst-case scenarios by identifying internal and external exposure to threats, liabilities, and areas of risk concentration. The Company's risk appetite and action plan will also be evaluated by considering vulnerability to each disruptive event.
- Resource Planning:** Allocating adequate resources and management energy to maintain business continuity.
- Stakeholder Management:** Meeting stakeholders' expectations, including customers, suppliers, and employees, for business continuity by delivering capabilities & managing redundancies through the internal control system.
- Learning & Development:** Strengthening business continuity by implementing a learning & development mechanism.
- Disaster Recovery:** Delineating disaster management plans as per guidelines from the National Disaster Management Authority for unforeseen and astonishing exigencies while appropriately and adequately responding to the eventuality of such circumstances.
- Compliance:** Complying with all relevant laws, regulations, and standards applicable.
- Communication:** Communicating policy, training stakeholders, and testing the organization's readiness by conducting mock audits.
- Testing strategy:** Disaster Recovery Drills/ Evacuation drills are carried out on a predetermined periodic basis to test the effectiveness of the Plan.



5. Disaster Recovery

a. Disaster Detection & Notification

The detection of an event, which could result in a disaster affecting business operations, should be reported to Managing Director/ Chief Financial Officer / Chief People Officer/ Chief Risk Officer, who is responsible for taking necessary measures to reduce impact.

Notification will be sent to all concerned individuals, including employees and workers, and will include the following

Nature of Emergency

Loss of Life or injuries

Damage Estimates

Recovery Measures taken

b. Natural Calamities

In case of a major disaster at any of our premises, operations from that unit can be moved to another location. RKFL takes immediate efforts to create and implement a recovery plan to cater to the impact caused.

c. Fire Accidents

RKFL integrated building management system can trigger alerts in case of fire. RKFL conducts fire drills at all its plants and corporate office locations to ensure that all its employees know about emergency exits and practices.

d. Vandalism

RKFL entrances are protected by 24/7 security guards who ensure restricted access to areas of business operations. The control system restricts access to some locations. All business areas are under electronic surveillance.

e. Catastrophic Events

In case of following catastrophic events, RKFL considers below listed interventions:

Floods/Storms – RKFL issues flash flood warnings to all its employees and workers when authorities issue a flood warning. All essential documents are stored in water-resistant areas. All outdoor equipment is secured to avoid being washed away. Employees are trained to avoid touching any electrical equipment unless it is dry or safe. RKFL also conducts on-site repairs, including drain and cleanup activities for excess water on its premises.

Earthquakes – Employees from office buildings and manufacturing units are evacuated and brought to a safe location. We conduct training sessions to create awareness about dos and don'ts during an earthquake.



f. IT Related Events

RKFL IT team follows the best practice of regular backup of all the services, including configuration and the data files of the production servers. For further information on disaster recovery related to Virus Infection, Hardware failure, Software failures and others, please refer to the Company's IT Policy.

6. Frequency for Policy Update

The policy will be reviewed periodically to meet commitments and compliance needs as per applicable legal requirements.

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