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Amount criteria in YEC Management Regulation for Subsidiary Companies (YCP-(CPB)312)

Revision item

Date 17 August 2023
Authorizer President
Responsible Div. HR&GA
Version 001

Bot	h indicates both the divisions i.e D&M and Robo	[Schedule A. Ta	ble of Group Dec	cision-Making Au	ithority]							
Rep	ort indicates whom to be reported to after final approval						App	rover			miners	Proposer
						Nakano	Salvi	Ainu	Omori	Locational Finance Head	Operations Head	General Managers
	Currency: INR	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of YIND	Chairman	President	Ajay Director & COO -Robotics	Director	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities)	Section -Head
	THORIZATION MATTER	120			12110						DMC - Bhavani	
1 SAL	LES OF PRODUCTS / SERVICES											
(1	) Strategic Sales Partnership / Alliance						3	2	1	Report		
(2	Sales Channel Management											
	a Basic Policy for Sales Channel Management						_	2	1	Report	Report (for STC)	
	b New Customer / Distributor Registration						D&M	Robo		Report	Report (for STC)	1
	c Review of Customer Registration (Continue, Change, or Cancel)						D&M	Robo			Report (for STC)	1
	d Distributorship Agreement (Entry,Revision,Termination)						D&M	Robo			Report (for STC)	1
	Other Sales Agreement excluding ordinary order acknowledgement for customers, including NDA							Report	Report		Report (for STC)	1
(3	) Sales Price Management											
	a Basic Policy for Sales Price Management						D&M	Robo	Report	Report		
	b Offer Standard Price (Price list or Quotation)						D&M	Robo	Report	Report		
	c Offer Special Price (Price list or Quotation)						D&M	Robo	Report	Report		
	d Transaction price in group companies						D&M	Robo	3	2		1
	e Offer negative margin price (upto 5%)						D&M	Robo	Report			1
	f Offer negative margin price (beyond 5%)							3 (Robo)	2			1
	Offer low margin price : g GP less than 10% for the order value equal to or above * D&M INR1.0M, Robotics INR20.0M						_	3 (Robo)	2			1
	Offer low margin price : h GP less than 10% for the order value less than * D&M INR1.0M, Robotics INR20.0M						D&M	Robo				
	i Quotation for Large amount project (INR50M or above)							2 (Robo)				1
(4	) Large order acceptance											
	a Large Order acceptance (INR 200M or above)	>=INR2B	-		>=INR200M		5	4 (Robo)	3	2 (Robo)		1
	b Large Order acceptance (less than INR 200M)						D&M	Robo	3	2 (Robo)		1
(5	) Low profit order acceptance											
	a Negative margin order acceptance						D&M	Robo	2			1
	Low margin order acceptance : b GP less than 10% for the order value equal to or above * D&M INR1.0M, Robotics INR20.0M							3 (Robo)	2	Report		1

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Amount criteria in YEC Management Regulation for Subsidiary

**Revision item** 

17 August 2023 Date Authorizer President Responsible Div. HR&GA Version 001

Both	Proposer Indicates both the divisions i.e D&M and Robo	Companies (YC		<b></b>	alle a vite d							
Repo		Schedule A. Ta	able of Group Dec	ision-Making At	ithorityj		App	prover		Exa	Proposer	
					Γ					Locational Finance		General
ALITI	Currency: INR	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	Item to Report to YEC	Standards for Monetary Value for Board Resolutions of YIND	Nakano <b>Chairman</b>	Salvi President	Ajay Director & COO -Robotics	Omori <b>Director</b>	Robo - Sanjay D&M - Sathish	Operations Head  Robo -  Amit Singh (HR  Activities) / Vishal (Non-HR Activities)	Managers Section -Head
AUTE	HORIZATION MATTER  Low margin order acceptance :										DMC - Bhavani	
	c GP less than 10% for the order value less than * D&M INR1.0M, Robotics INR20.0M						D&M	Robo		Report		
(6)	Customer P/O acceptance other than (4)(5) mentioned above											
	D&M											
	Robotics		,									
	a INR2.0M and above											
	b Less than INR2.0M											
(7)	Order cancellation or change											
	following amount or above a D&M INR1.0M, Robotics INR5.0M							4 (Robo)	3	2 (Robo)		1
	less than following amount b D&M INR1.0M, Robotics INR5.0M						D&M	Robo				1
(8)	Provide Samples / Prototypes / Documents with free of charge						D&M	Robo				1
(9)	Lending products to others						D&M	Robo	3	2 (Robo)		1
(10)	Sales Commissions, Sales Incentives							4 (Robo)	3	2 (Robo)		1
(11)	Conclusion of Non Disclosure agreement (NDA) with customer						D&M	Robo				
QUAL	LITY ASSURANCE, TECHNICAL COOPERATION											
(1)	Quality Assurance											
	a Policy & procedures						D&M	Robo	Report	Report		
	b Contract						D&M	Robo	Report	Report		
(2)	Techincal alliance, Licensing					Report		3 (Robo)	2			1
(3)	Service Authorisation Agreement						D&M	Robo	Report	Report		
INVE	INTORY, PURCHASING OF PRODUCTS & PARTS											
(1)	Basic policy for procurement, purchasing and inventory						D&M	Robo	2	1 (Robo)	1 (D&M)	
(2)	Purchasing for standard stock (based on forecast, rolling list)											
	a Decision on reorder point for stock item							Robo		1 (Robo)	D&M	
	b Issuing P/O to supplier based on the reorder point (200M and above) c Issuing P/O to supplier based on the reorder point (Upto 200M)	>=INR2B	-		>=INR200M		5	4 (Robo) Robo	3	2	1 D&M	
(3)	Purchasing for non-stock item tied up with confirmed sales order											
	D&M											
	a INR200M or above	>=INR2B	-		>=INR200M		3		2		1	
	c Less than INR200M											1
	Robotics											
	a INR200M or above	>=INR2B	-		>=INR200M		5	4	3	2 (Robo)		1

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Proposer

Both

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Companies (YCP-(CPB)312) [Schedule A. Table of Group Decision-Making Authority]

Amount criteria in YEC Management Regulation for Subsidiary

**Revision item** 

17 August 2023 Date Authorizer President Responsible Div. HR&GA

Both		[Schedule A. Ta	able of Group Dec	cision-Making Au	ithority]	Approver							
Rep	ort indicates whom to be reported to after final approval				-		Apı	prover		Examiners			
						Nakano Salvi Ajay		Ainu	Omari	Locational Finance Head Operations Head		General Managers	
	Currency: INR	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of YIND	Chairman	President	Ajay Director & COO -Robotics	Omori <b>Director</b>	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities)	Section -Head	
AUI	horization matter b INR2.0M and above, less than INR200M										DMC - Bhavani	1	
	c Less than INR2.0M											1	
(4)	Purchasing Product other than (2) (3): Pre-Order							1					
( . )		TAIDOD			TND200M		_	4 (D.h.)	2	2 (0.4)	2 (504)		
	a INR200M or above	>=INR2B	-		>=INR200M		5	4 (Robo)	3	2 (Robo)	2 (D&M)	1	
	range of amount below b D&M INR1.0M or more and less than INR200M Robotics INR5.0M or more, less than INR200M							4 (Robo)	3	2 (Robo)	2 (D&M)	1	
	C less than following amount D&M INR1.0M, Robotics INR5.0M						D&M	Robo			2 (D&M)	1	
(5)	Scrap inventory							4 (Robo)	3	2 (Robo)	2 (D&M)	1	
(6)	Shipments / Logistics Agreement & Contracts							4 (Robo)	3	2 (Robo)	2 (D&M)	1	
(7)	Physical Inventory Variance Adjustment												
	a Excess (DMC: above INR 75K / Robo: above INR 200K)							5 (Robo)	4	3	2	1	
	b Excess (DMC: upto INR 75K / Robo: Upto INR 200K)									3	2	1	
	c Shortage (DMC: above INR 75K / Robo: above INR 200K)							5 (Robo)	4	3	2	1	
	d Shortage (DMC: upto INR 75K / Robo: Upto INR 200K)									3	2	1	
FIXE	ED ASSETS		•										
(1)	Acquisition,repair,modification,lease of fixed assets												
	a INR30M and above	>=INR2B	>=INR120M		>=INR30M		5	4 (Robo)	3	2 (Robo)		1	
	b INR100K and above, less than INR30M							4 (Robo)	3	2 (Robo)		1	
	c INR50K and above, less than INR100K									2		1	
(2)	Lease, sale & exchange of fixed assets												
	a INR20M and above	>=INR2B	>=INR65M		>=INR20M		5	4 (Robo)	3	2		1	
	b INR100K and above, less than INR20M							4 (Robo)	3	2		1	
	c INR50K and above, less than INR100K									2		1	
(3)	Fixed assets disposal							4 (Robo)	3	2		1	
(4)	Fixed Assets Physical Variance Adjustment												
	a above INR 100K							5 (Robo)	4	3	2	1	

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Amount criteria in YEC Management Regulation for Subsidiary Companies (YCP-(CPB)312)

[Schedule A. Table of Group Decision-Making Authority]

**Revision item** 

17 August 2023 Date Authorizer President Responsible Div. HR&GA

oth indicates both the divisions i.e D&M and Robo sport indicates whom to be reported to after final approval	Schedule A. Ta	able of Group Dec	cision-Making Au	ithority]		Λnr	prover		Eva	miners	Propose
indicates whom to be reported to after final approval						7/1	Joven	Locational Finance	Genera		
					Nakano	Salvi	Ajay	Omori	Head	Operations Head	Manage
Currency: INR  JTHORIZATION MATTER	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of YIND	Chairman	President	Director & COO -Robotics	Director	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities) DMC - Bhavani	Section -Head
XPENSE CONTROL						1					
(1) Expense other than (2)(3)(4) below											
a INR1M and above		Τ					4 (Robo)	3	2		1
	+					-					1
b INR200K and above, less than INR1M						D&M	Robo	3	2		1
c INR100K and above, less than INR200K											1
d Less than INR100K											
(2) Payment of expenses related to expats to YEC (e.g. Salaries, Bonuses, Insurance, Moving costs) Actual payment for contracts already approved by "3. INVENTORY,											
PURCHASING OF PRODUCTS&PARTS" - "(6) Shipments / Logistics											
Agreement & Contracts" and "11. ADMINISTRATION / GENERAL								D&M	Robo		1
ATTAIR - (9) Other Contract / Agreement								Dan	Robo		_
(e.g. Shipments / Logistics charges, Facilities Rent, Office equipment leasing fee)											
(4) Travel expense management											
Travel - International, Travel - Domestic that require flight and/or taxi and/or lodging (Pre-application /Expense Settlement)											
Dy.COO or above & Japanese expatriates											
Shailendra Salvi											
Ajay Gurjar											
Tomomi Omori											
Sanjay Tiwari							1				
Hidetoshi Maeda											
Makoto Horikawa											
Masashi Osaki											
Morihiko Minami											
Other employees than those above						D&M	Robo				1
Travel - Domestic other than "a" above (Pre-application & Expense Settlement)											
Dy.COO or above & Japanese expatriates											
Shailendra Salvi											
Ajay Gurjar											
Tomomi Omori											
Sanjay Tiwari							1				
Hidetoshi Maeda	1										
Makoto Horikawa	1										
Masashi Osaki											
Morihiko Minami											
Other employees than those above									Exp Settlement		
ORPORATE STRUCTURE											
(1) Acquisition,merger,liquidation of Subsidiaries & Related companies						4	3 (Robo)	2	1 (Robo)		
(1) Acquisition, merger, inquidation of Substitutines & Related Companies						4	2 (1000)	Z	1 (1000)		

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Amount criteria in YEC Management Regulation for Subsidiary Companies (YCP-(CPB)312) [Schedule A. Table of Group Decision-Making Authority]

**Revision item** 

17 August 2023 Date Authorizer President Responsible Div. HR&GA

Both Indicates both the divisions i.e D&M and Robo	[Schedule A. Ta	able of Group Dec	cision-Making Au	thority]							
Report indicates whom to be reported to after final approval				-	Approver				miners	Proposer	
					Nakano	Cahri	Ainy	Omori	Locational Finance Head	Operations Head	General Managers
Currency: INR	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of YIND	Chairman	Salvi President	Ajay Director & COO -Robotics	Director	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities)	Section -Head
AUTHORIZATION MATTER  (2) Establishment of new business						4	2 (Daha)	2	1 (D-h-)	DMC - Bhavani	
(2) Establishment of new business						4	3 (Robo)	2	1 (Robo)		
(3) Downsizing or discontinuance of current business						4	3 (Robo)	2	1 (Robo)		
(4) Creation, change, or cancellation of (YIND) organization						4	3 (Robo)	2	1 (Robo)		
(5) Creation & Cancellation of project team - corporate concerned							3 (Robo)	2	1 (Robo)		
POLICY, STRATEGY & BUSINESS PLANNING										<u> </u>	
(1) Corporate policy & strategy							3	2	1 (Robo)		
(2) Single Division's own policy & strategy						-	3 (Robo)	2	1 (Robo)		
(3) Mid and long term business planning					Report		3 (Robo)	2	1 (Robo)		
(4) Annual business planning & budget										,	
a Budget & Action plan (Corporate concerned)					Report		3	2	1 (Robo)		
b Budget & Action plan (Single division concerned)					Report	D&M	Robo	2	1 (Robo)		
FINANCING ISSUE					. короле		1.02.0		1 (1.000)		
		T	I								
(1) Capital Stock increase/decrease						4	3	2	1		
(2) Appropriation of surplus, Dividend						4	3	2	1		
(3) Borrowing (not budgeted)											
(4) Borrowing (budgeted)			I								
a Long term	>=INR2B	>=INR200M		>=INR20M		4	3	2	1		
b Short term									1		
(5) Setting borrowing facility							3	2	1		
(6) Putting up collateral	>=INR2B	>=INR200M		>=INR20M		4	3	2	1		
(7) Financing											
a Lending / Loans	>=INR1.2B			>=INR6.5M		4	3	2	1		
b Guaranteeing loans for subsidiaries and others	>=INR1.2B	>=INR65M		>=INR6.5M		4	3	2	1		
c Extension of loan period						4	3	2	1		
(8) Credit limit and Trade Term control		1	ı			0 (5011)	2 (2 1 )				
a Setting Trade term & Credit limit for new customers						2 (D&M)	2 (Robo)		1		
b Continue, Change or Cancellation of Trade term/Credit limit						2 (D&M)	2 (Robo)		1		
Shipment Release when Account Receivable exceeding Credit limit (exceeding amount > INR25M)							3 (Robo)	2	1		
Shipment Release when Account Receivable exceeding Credit limit (exceeding amount < INR25M)							2 (Robo)		1		
(9) Disposal of uncollectible claims (Bad debt)		<u> </u>									
a Disposal of uncollectible claims (Bad debt) INR3M & above	>=INR120M	-		>=INR3M		4	3	2	1		
b Disposal of uncollectible claims (Bad debt) Upto INR3M	f harmone	TNIDGEN		INDC EM		2 (D&M)	2 (Robo)	2	1	<u> </u>	
(10) Investment in subsidiaries and other companies, purchase/sales or	>=1NK650M	>=INR65M	1	>=INR6.5M		4	3		1		

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Date 17 August 2023
Authorizer President
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Version 001

Proposer	Companies (YC										
Both Indicates both the divisions i.e D&M and Robo  Report indicates whom to be reported to after final approval	[Schedule A. Ta	able of Group Dec	cision-Making Au	ithority]		Ann	rover	Exa	Proposer		
Report indicates whom to be reported to diter iniai approval					Арргочег				Locational Finance	THIRE IS	General
					Nakano	Salvi	Ajay	Omori	Head	Operations Head	Managers
Currency: INR  AUTHORIZATION MATTER	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of YIND	Chairman	President	Director & COO -Robotics	Director	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities) DMC - Bhavani	Section -Head
(12) Basic policy & operation of exchange transaction									1		
(13) Tax filing and GST, TDS & other statutory payments									1		
9 FINANCIAL REPORT											
(1) Annual report		Τ			Report		3	2	1		
(2) Interim, Quartery, and Monthly report					Report	-	3	2	1		
10 HUMAN RESOURCES					Кероге						
				T T			2 (D. L.)				
(1) Basic policy of staffing / headcount (2) Recruiting & Hiring						DOM	3 (Robo)	2		1	
(3) Promotion [Mandatory official meeting]					Report	D&M	Robo 3 (Robo)	2		1	
(4) Transfer /Issue of Transfer Orders					Report	D&M	Robo	2		1	
(5) Remuneration					Report		3 (Robo)	2		1	
(6) Commendation (7) Retirement / Termination					Report	D&M	Robo	2		1	
(8) Consulting and Temporary Staffing / Personnel Contracts						D&M	3 (Robo) Robo	2		1	
(9) Payroll Process							Robo	D&M	3	2.1 Reviewer - Kishore san 2.2 Examiner - Operations Head	1
(10) Issue of Offer Letters /Appointment Letters [On-Roll, Contract & GET]						D&M	Robo			2	1
11 ADMINISTRATION / GENERAL AFFAIR											
(1) Agenda of Board Meeting						T			1		
(2) Agenda of Shareholders Meeting						4	3	2	1		
(3) Policy (rules&regulatoin) creation, change, abolishment											
a Policy: Corporate concerned							2	1			
Policy: Single division concerned (rules applicable only inside the division)						D&M	Robo	1			
c Procedures, Forms											
(4) Filling or responding to lawsuits	>=INR65M				Report		3	2	1		
(5) CSR Projects							2	1			
(6) Contributions / Donations other than CSR Projects			_								
a INR100K and above	>=INR30M	>=INR3M				4	3	2		1	
b Less than INR100K							3	2		1	
(7) Compensation for damage	>=INR30M	>=INR6.5M		>=INR650K		5	4	3	2	1	
(8) Confidentiality Agreement						D&M	Robo			1	
(9) Other Contract / Agreement				·							
a Facilities / Real Estate Lease							4 (Robo)	3	2		1
<b>b</b> Maintenance Contracts- Facility / Equipment / Other						D&M	Robo	3	2		1
c General Office Supplies and Expense Invoices						D&M	Robo	3	2		1
d Annual Employee Health and Benefit Plan Renewals						D&M	Robo	3	2		1

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**Revision item** 

17 August 2023 Date Authorizer President Responsible Div. HR&GA

Proposer Both Indicates both the divisions i.e D&M and Robo	Companies (YC	CP-(CPB)312) able of Group Dec	ricion-Makina Aı	ıthority]								
Report indicates whom to be reported to after final approval	Scriedule A. 1	able of Group Dec	JSIOII-Making At	icilority		App	prover		Exa	miners	Proposer	
					Notes	Salvi		Omori	Locational Finance Head	Operations Head	General	
Currency: INR	Standards for Monetary Value for Board Resolutions of YEC	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of YIND	Nakano <b>Chairman</b>	President	Ajay Director & COO -Robotics	Director	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities)	Managers Section -Head	
AUTHORIZATION MATTER	+			11115						DMC - Bhavani		
e Annual Insurance Renewal						D&M	Robo	3	2		1	
<b>f</b> Any other Contract / Agreement						D&M	Robo	Both	2		1	
PUBLIC RELATIONS / ADVERTISEMENT												
(1) Public announcement							3 (Robo)	2			1	
(2) Sales / Marketing Advertisement												
a Corporate concerned							3	2			1	
b Multiple divisions concerned							3	2			1	
c Single division concerned						D&M	Robo	2			1	
						Dam	KODO	2			1	
3 INFORMATION TECHNOLOGY (IT)				1						1		
(1) Basic policy of Information Technology (IT)							3	2			1	
(2) Information Technology (IT) project												
a Corporate concerned							3	2			1	
b Others						D&M	Robo	2			1	
SECURITY TRADE CONTROL (STC)									•			
(1) Basic policy of export / import control						D&M	Robo	2			1	
(2) Transaction screening												
Business risk information and compliance information (*)	*Extract from "E	Basic Crisis Manage	ment Policy (YCP	-(GA)316)" in YEC	: Reporting to Head o	of Department when th	ne risk has arisen (Repor	t if the risk is high ev	en before the occurrence	ce)		
(1) Accident or disaster risks												
a Communication disruption, computer down, information leak and cyber attack	-											
b Natural disaster, severe fire, explosion, accident, large scale blackout (which has relation to your company)												
c Infectious disease							+					
d Environmental pollution problems												
(2) Legal affair risks												
a Cartel and antitrust violations												
b Bribery c Scam							1					
d Violation of foreign exchange law, security export control												
e Violation of the subcontract Act												
f Insider trading												
g Stockholders' representative action												
h Lawsuit of intellectual property or the leakage of trade seacret	1											
i Lawsuit of product liability j Disputes that possibly go into litigation												
(3) Accounting and finance risks												
a M & A												
b Improper accounting treatment												
c Violation of tax law	1											
d Embezzlement												
(4) Labor management ricks									_			
(4) Labor management risks  a Severe industrial injury violation of labor law				Т								
a Severe industrial injury, violation of labor law									1			
(4) Labor management risks  a Severe industrial injury, violation of labor law b Discrimination in employment c Harassment, fraud and scandal of employees												
a Severe industrial injury, violation of labor law b Discrimination in employment												

Proposer

### (YIND) CORPORATE AUTHORIZATION SUMMARY TABLE

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Examiner Proposer

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Amount criteria in YEC Management Regulation for Subsidiary Companies (YCP-(CPB)312)

[Schedule A. Table of Group Decision-Making Authority]

**Revision item** 

17 August 2023 Date President Authorizer

esponsible Div.	HR&G
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Examiners

									Locational Finance		General
					Nakano	Salvi	Ajay	Omori	Head	Operations Head	Managers
Currency: INR	I .	Amount standard for shareholder voting matters of YIND	to YEC	Standards for Monetary Value for Board Resolutions of	Chairman	President	Director & COO -Robotics	Director	Robo - Sanjay D&M - Sathish	Robo - Amit Singh (HR Activities) / Vishal (Non-HR Activities)	Section -Head
AUTHORIZATION MATTER	YEC			YIND						DMC - Bhavani	
b Corporate threats, dealings with a crime syndicate											
c Damage caused by harmful rumors											
(6) Pointing out by public or external investigation, reporting of violation or pointing out from external source											

Approver