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Format for Disclosure of Related-Party Transactions (applicable only for half-yearly filings i.e., 3rd and 4th quarter)

Sr. No.	Details of the party (listed entity, subsidiary) entering into the transaction				Details of the counterparty				Type of related party transaction	Details of other related party transaction	Value of the related party transaction verified by the audit committee	Remarks on approval by audit committee	Value of the related party transaction entered by the audit committee	Date of Audit Committee Meeting where the confirmation was approved	Value of transaction during the reporting period	If case months are due to other party as a result of the transaction		Additional disclosure of related party transactions - applicable only in case the related party transaction relates to loans, inter-corporate deposits, advances or investments made or given by the listed entity/subsidiary. These details need to be disclosed only once, during the reporting period when such transaction was undertaken. In case any financial indebtedness is incurred to make or give loans, inter-corporate deposits, advances or investments										Details of the loans, inter-corporate deposits, advances or investments				Notes																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																					
	Name	PAN	Name	PAN	Relationship of the counterparty with the listed entity or its subsidiary	Opening balance	Closing balance	Nature of indebtedness (loan/ advances or other etc.)								Details of other indebtedness	Cost	Tenure	Matured (loan/ advances or inter-corporate deposit/ investments)	Interest Rate (%)	Tenure	Secured/ unsecured	Purpose for which the funds will be utilized by the ultimate recipient of funds (if any)																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																														
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- The details in this format are required to be provided for all transactions undertaken during the reporting period. However, opening and closing balances, including commitments, to be disclosed for existing related party transactions and if there is new related party transaction during the reporting period.
- Where a transaction is undertaken between members of the consolidated entity (between the listed entity and its subsidiary or between subsidiaries), it may be reported once.
- Lead banks shall not be required to provide the disclosure with respect to related party transactions involving loans, inter-corporate deposits, advances or investments made or given by the listed banks.
- For companies with financial year ending March 31, the information has to be provided for six months ended September 30 and six months ended March 31.
- Companies with financial year ending in other months, the six months period shall apply accordingly.
- Each type of related party transaction (for e.g. sale of goods/services, purchase of goods/services or whether it involves a loan, inter-corporate deposit, advance or investment) with a single party shall be disclosed separately and there should be no clubbing or setting of transactions of same type.
- Inter-corporate transactions with the other company(s) of the same group may be aggregated for the reporting period. For reasons, non-transactions with the same party may be aggregated for the reporting period and purchase transactions may also be disclosed in a single manner. There should be no netting off for sale and purchase transactions. Similarly, loans advanced to and received from the same company(s) should be disclosed separately, without any netting off.
- In case of a loan or inter-corporate deposit:
- The aggregate value of such related party transactions as approved by the audit committee shall be disclosed in the column "Value of the related party transaction as approved by the audit committee".
- The value of the related party transaction as approved by the audit committee shall be disclosed in the column "Value of the related party transaction entered by the audit committee".
- The value of the related party transaction undertaken in the reporting period shall be reported in the column "Value of related party transaction during the reporting period".
- "Cost" refers to the cost of borrowed funds for the listed entity. 6. Transactions such as acceptance of fixed deposits by banks/NBFCs, undertaken with related parties, at the terms uniformly applicable (offered to all shareholders) public shall also be reported.