

STANDING ORDERS

1.00 APPLICATION:

These Standing Orders shall come into force in accordance with Section 7 of the industrial Employment (Standing Orders) Act, 1946 as amended from time to time These orders shall apply to all employees/workmen employed in M/s. Veer-O-Metals Pvt.Ltd (EOU) Bangalore.

2.00 DEFINITIONS:

In these orders unless there is anything inconsistent or repugnant or contrary to the subject or context;

2.01 The 'Company' shall mean offices wherever situated and includes its factory at Shed no. 2, 51/1A, Heggadadevanapura, Dasanapura, Hubli, Bangalore North and Registered Office at as above and includes its subsidiaries, branch offices, site offices, factories, go-downs construction sites etc.,

2.02 The 'Factory' means location where manufacturing activities are being carried out.

2.03 The 'Manager' means the Works-Manager in-charge of the factory for the time being and his deputy or representatives for the time being.

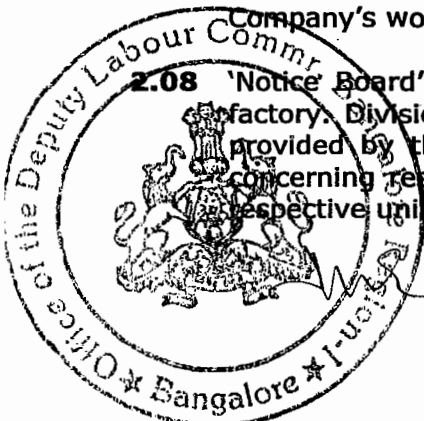
2.04 The 'Premises' means and includes the Company's buildings, administrative offices, branch offices, site offices, construction offices, service center, showrooms, any Company vehicles, other ancillary offices and buildings as well as vacant spaces located within the factory compound and those place wherever the factory employees work / are deputed for work.

2.05 'Employee' means and includes any person employed by the company within the meaning of industrial Employment (Standing Orders) Act, 1946 as amended from time to time. Workmen shall include employees and employees shall include workmen. Further, employee shall mean and include any person employed by the Company to do skilled, unskilled, manual, technical, clerical or supervisory work in connection with the work of the Company.

2.06 The 'Management' means and includes the Board of Directors of the Company, or the Chairman or Managing Director or Works-Manager, or Company Secretary or such other person or persons vested with the authority by the Directors of the Company to look after the affairs and running of the Company and notified to the workmen and employees.

2.07 'Misconduct' means any of the acts enumerated in the Standing Orders vide Para No.24 committed whether in the premises of the Company or in places where the workmen/employee has been deputed by the Company for Company's work.

2.08 'Notice Board' means and includes the board at the main entrance of the factory. Divisions, administrative building, main shops and any other offices provided by the Company for exhibiting the Company's notices. All notices concerning respective units shall be notified on the main Notice Board of the respective unit.



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[Signature]
Managing Director

2.09 'Gender & Number' – Wherever the singular is used in these orders, the same shall be construed as including plural and the masculine gender shall include feminine gender.

2.10 'Habitual' means an act of commission or act of omission committed three times within a period of twelve months.

3.00 APPOINTMENT AND CLASSIFICATION OF EMPLOYEES:

Appointment of all categories of workmen/employees shall be made in writing by the Manager or such officer/s duly authorized to do so by the Manager. All the candidates selected for employment shall furnish a medical certificate of fitness, by the doctor prescribed by the Management and further, the Company may require the candidates for employment to undergo a trade test and/or test of proficiency provided that candidates not proving to have sufficient skill, will not be appointed. Further the appointments are subject to the management receiving positive feedback from the references (not related persons) provided by the workmen/employees;

Employees shall be classified as:

- Permanent
- Probationers
- Temporary
- Trainee
- Apprentice

3.01 PERMANENT WORKMEN:

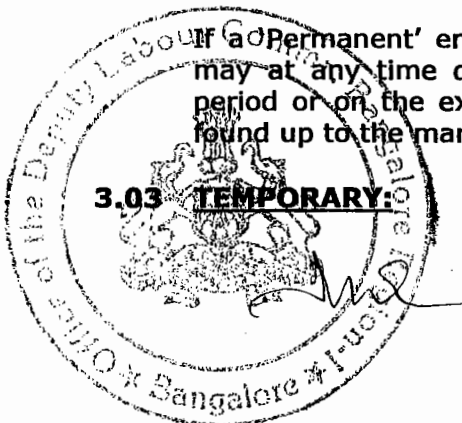
Permanent workman is a workman who has been engaged on a permanent basis and includes any person who has satisfactorily completed a probationary period of consecutive twelve months or such extended probationary period as may be granted to him, if any, in the same or another occupation in the Company including breaks due to sickness, accident, leave, lock-out, strike (not being an illegal strike) or involuntary closure of the establishment, and whose permanent employment has been confirmed by the Management in writing and whose name has been entered in the Company's muster roll of permanent workmen/employees.

3.02 PROBATIONER:

A 'Probationer' is one who is provisionally employed normally for a period of twelve months on probation which period can be extended or reduced at the discretion of the Management depending upon the performance of the employee as to ascertain whether he is or will become suitable for regular employment on the expiry of the probationary or extended or reduced probationary period in the probationary post which he holds. This will be so with regard to the permanent employee also.

If a permanent' employee is employed as a probationer in a new post, he may at any time during the probationary period or extended probationary period or on the expiry thereof be reverted to his original post, if he is not found up to the mark.

3.03 TEMPORARY:



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Managing Director

A 'Temporary' employee is one who is engaged for work which is essentially of a temporary nature who has been employed in a temporary vacancy or to fill in temporary need of a job of permanent nature or to do a specified job or who has been employed for a specific period. Further, working temporarily for the company will not entitle the workman / employee to demand permanency in the post and is liable to be terminated at any time.

3.04 TRAINEE:

A 'Trainee' is a learner who is paid a stipend by the Company during the period of his training and who may be given employment in the Company only after the satisfactory completion of the training depending upon the requirements of the Company. Further, a trainee is a person who is permitted to learn a trade skill for a period to be determined by the Company and may or may not be paid a stipend.

3.05 APPRENTICE:

An 'Apprentice' is a learner who is being trained as per the Apprenticeship Act, 1963, for a fixed period in a skilled trade or in various branches of a profession with or without stipend and who may or may not be employed by the Company after the period of training is complete. The terms and conditions, stipend during the period of apprenticeship shall be determined and prescribed from time to time by the Management.

An apprentice is a person who is permitted to learn a trade skill for a period to be determined by the Company and may not be paid a stipend.

4.00 PUBLICATION OF HOURS OF WORK:

The periods and hours of work for all employees shall be fixed by the Manager in accordance with law and shall be pasted on the Notice Board maintained for the purpose. The period and hours of work will be subject to alterations at any time. All employees shall comply with all the regulations relating to hours of duty as are laid down by the factory from time to time.

5.00 HOLIDAYS:

(A) PUBLICATION OF HOLIDAYS, COMPENSATORY HOLIDAYS AND PAY DAYS:

Notice specifying the weekly holidays under Section 52 of the Factories Act, 1948, the dates on which compensatory holidays, if any, under Section 53 of the Factories Act, 1948, the dates on which wages and unclaimed wages are to be paid, shall be displayed on the Notice Board meant for the purpose.

The Manager reserves the right to declare any day as holiday without any previous intimation to the employees/workmen. In such cases it will be considered as paid holidays without affecting the quantum of other declared holidays unless it is a substituted holiday.

Festival and National Holidays shall be notified as per the statutory rules. Any one who works on these notified holidays will be given substitute holidays according to statutory rules.

(B) FESTIVAL AND NATIONAL HOLIDAYS :

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Managing Director



In addition to the following three National Holidays and two Compulsory Holidays all workmen/employees on the rolls of the Company shall be allowed five days festival holidays, with wages, in a calendar year, National Holidays – 26th January, 15th August & 2nd October and Compulsory holidays – May Day, 1st November,

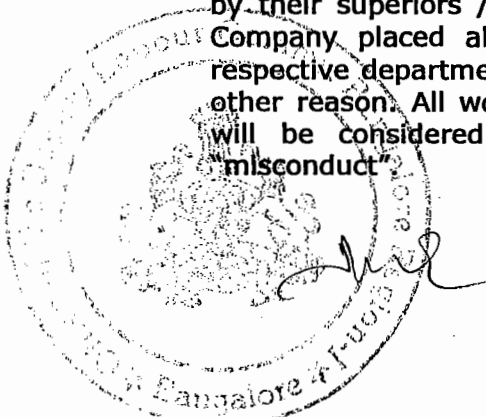
The actual days of festival holidays to be declared as holidays shall be fixed by the Management at beginning of the year in consideration of the local customs, tradition and religious festival. For enjoyment of National & festival holidays, the following conditions shall apply:

- 5.01** In order to qualify for national holidays, work and festival holidays, workman/employee will be required to work on the preceding day and the day succeeding the holiday. In case the workman/employee remains on authorized leave on the day preceding or succeeding the day, he would be deemed to have worked on that day and will be entitled to the dendrite of the festival holidays.
- 5.02** If the festival holiday falls during the period of strike or lockout, the workmen/employees will not be entitled to the benefits of the festival holiday.
- 5.03** If the festival holidays fails on Sunday or other substituted holiday, the workmen/employees will be entitled to one day's full wages or alterative holiday will be granted either before the holiday or after that day, at the discretion of the Management.
- 5.04** A workman/employee on authorized leave without pay on the day before the holiday and on the day of the holiday will be eligible for the holiday pay. However if it falls on middle of the leave period, then he is not entitled for the benefits of the festival holiday.
- 5.05** If any workman/employee is employed on festival holiday, he shall be entitled to receive the normal wages for the work done by him and he will be eligible for a compensatory holiday on another working day with permission from the competent authority.

6.00 TRANSFER:

6.01 Service of all workmen/employees are liable to be transferred from one section to another or from one department to another or from one shift to another or from one job to another or from one place to another or from one unit to another unit, ~~situated anywhere in India or abroad~~ at the discretion of the Management. Refusal to accept a transfer will be construed as "misconduct".

6.02 All workmen / employees of the Company wherever they are employed will have to do any other kind of work than their usual jobs when asked to do so by their superiors / foreman or heads of department or any officer of the Company placed above them whenever there is insufficient work in the respective departments or exigencies of work in other department or for any other reason. All work of whatever nature done in the Company's premises will be considered dignified. Refusal to do this will be construed as "misconduct".



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Managing Director

6.03 The services of all workmen/employees are liable to be posted from one site to another anywhere in India or abroad at the sole discretion of the Management, for execution, installation and servicing of any products of the Company or any other purpose whatsoever. Refusal to accept such posting and / or non-completion of such postings will be construed as 'misconduct'.

7.00 SALARIES AND WAGES:

7.01 Notices specifying the payday shall be displayed on the notice board of the Company. Wages and salary due to the workmen/employees shall be made by Cheque or cash as the case may be and all the employees/workmen are required to open bank accounts for this purpose, if required by the Management.

7.02 A workman/employee shall check his salary or wages immediately following receipt, No Claim for shortage will be considered, once the recipient has left the immediate presence of the person making payment.

7.03 Any dispute or complaint regarding wages/salary shall be brought to the notice of the manager or any other officer appointed for the purpose immediately

7.04 Any wages/salary due to the workman/employee if not paid on the usual pay day on account of the wages/salary remaining unclaimed or for any other reasons. With be paid on the next working day after the specified date of the payment. In the event of death of a workman/employee, his nominee or legal heir must substantiate the claim with appropriate documentary evidence in support of their being the legal heirs before such wages / salary of the deceased workman / employee as due will be paid to them.

8.00 DEDUCTIONS FROM SALARIES/WAGES:

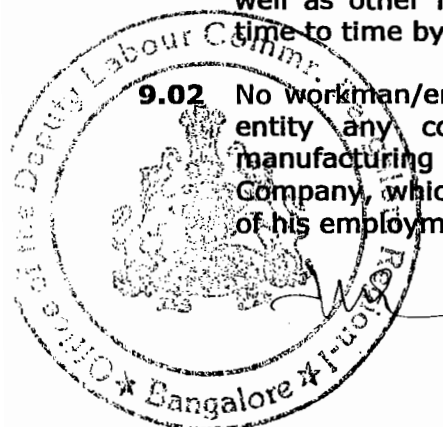
8.01 Deduction from salaries/wages of workman / employee will be made in respect of (1) fine levied for misconduct and (2) deductions authorized the Payment of wages Act 1938 and Rule hereunder, such as statutory deductions, tools breakage, advances, festival advances, early going or late coming, labor welfare expenses, etc.,

8.02 If ten or more workmen/employee acting in concert and without a notice of ten days to the Company absent themselves from work or being present at the work spot and refuse to work, a deduction of eight days; salary/wages will be made from the salary/wages of such workmen/employees in accordance with the Payment of Wages Act, 1936.

9.0 DUTIES AND OBLIGATIONS:

9.01 Every workman/employee shall devote his full time of work to the Company diligently and faithfully and observe the rules regulations contained herein as well as other instructions. Directions, stipulations that are or will be from time to time by the company.

9.02 No workman/employee shall reveal to any person, organization or any other entity any confidential matter regarding the Company's business or manufacturing process or any other information of whatsoever nature of the Company, which has become known to the workman/employee in the course of his employment with the Company in any manner whether written or oral.



- 9.03** A workman/employee shall not undertake any assignment, employment or business with the Company, without the Company's specific approval in writing.
- 9.04** All workmen/employees shall be courteous to their superiors, fellow workmen/employees and visitors on business.
- 9.05** Workmen/employees shall not take out of the premises, any articles, documents, drawings, office equipments, computers, etc., belonging to the Company without a pass in the prescribed form by the Management.
- 9.06** Workmen/employees shall not take all necessary precautions to safeguard the Company's property or prevent accident and / or damage to it. He shall also immediately report any defect in the occurrence, which he may notice which might endanger himself or any other workman/employee or might result in damage to the Company's property or spoilage of the production jobs.
- 9.07** The management reserves the right to call any workman/employee, depending upon exigencies of work to work overtime on a weekly day of rest or on a declared holiday. In the case of work on a weekly day of rest, he shall be given a compensatory off with wages as per the Factories Act, 1948.
- 9.08** All workmen/employees shall as and when required, present themselves for a medical check-up by the Company's doctor or a Medical Officer approved by the Management.
- 9.09** All workmen/employees shall produce a satisfactory evidence of their age at the time of appointment or on a later date when asked to do so by the Management. The Management may at its discretion nominate the agency for conducting such tests which should be an approved agency / agency of repute.
- 9.10** All work in the factory shall be considered dignified. Every workman/employee shall be prepared and agreeable to perform even a lower classified job or jobs when asked by the Management in the interest of uninterrupted and productive working of the plant/company and refusal to do so will be construed as 'misconduct'.
- 9.11** A Workman/employee is required to strictly abide by the discipline of the factory/office and maintain decorum of the factory/office without fail. He must not also get himself involved directly or indirectly in any act subversive of discipline like quarrelling, shouting, threatening, stopping other workmen/employees from working/coming to work, assaulting, fighting etc., Instigating other workmen to commit acts of indiscipline or any other such acts, which will affect the discipline in the company.
- 9.12** A workman/employee shall not indulge in or force or cause others to indulge in slowing down production, refusal to work or any such other acts, which will affect the production in the company.
- 9.13** A workman/employee shall not enter the factory premises outside his duty hours unless he is required and sent for by any of his superiors or by the Management.
- 9.14** A workman/employee shall not indulge in and/or force or cause others to indulge in any trade union activities holding meetings, canvassing for union,

raising union subscriptions, shouting slogans leading or participating in processions, distribution or display of posters or leaflets etc., inside the factory premises or writing on the walls of the factory premises.

9.15 No workman /employee shall waste or idle away time during his duty through gossiping, moving here and there without any business, sitting idle, chitchatting, frequently going to the toilet and spending more time than actually required in the toilet, etc.

9.16 No workman/employee shall in any manner whether oral or in writing defame his employer and/or any of the superior officer/s of the company for any reason whatsoever and any such act will be construed as "misconduct".

10.0 SHIFT SYSTEM

10.01 More than one shift may be worked in a department at the discretion of the Management based on the exigency of work.

10.02 Workman/employees shall be liable to be transferred from one shift to another shift based on work exigencies at the discretion of the Manager or his authorized representative. No worker/employee shall change the shift without explicit written permission of the Manager.

10.03 All workmen/employees shall be liable to be transferred from one shift to another shift working Refusal to attend to work in any shift as notified by the Management, will be construed as an act of misconduct and the workman/employee concerned would be liable for disciplinary action.

11.00 STRIKES:

11.01 Workmen/employees shall not go on strike or resort to cessation of work due to any reason, without giving fourteen days notice in advance expressing their intention to go on strike/resort to cessation of work.

11.02 The management must also not declare a lockout without giving fourteen day's notice in advance to the workmen/employee except in pursuance of a strike, go slow or when the Management apprehends that it is extremely difficult to continue working due to the violent agitation of a group or section of all workmen/employees.

11.03 Subject to any legislation dealing with strikes, the Company may, in the event of a strike including deliberate 'go slow' by workmen/employees and affecting either wholly or partially any one or more departments of the Company, close down either wholly or partially such department of departments and any other department or departments affected by such closing down for any period or periods without notice or compensation to the workmen/employees. The workmen/employees so affected shall be notified regarding resumption of work by a general notice pasted at or near the main entrance of the Company.

12.00 SAFETY, HEALTH AND HYGIENE:

Strict observance of all safety instructions is mandatory. Workmen/employees shall not, unless specifically authorized interfere with any safety device. All workmen/employees shall strictly use the Personal Protective Equipments (PPE) provided to them. All workmen/employees shall strictly adhere to the

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[Signature]
Managing Director

safety instructions from time to time it is mandatory for all the workmen / employees to attend any safety training conducted from time to time.

13.00 ACCIDENTS:

Any workman / employee sustaining any injury during the course of his work shall, as soon as possible bring it to the notice of the supervisor/foreman, departmental head or manager for necessary action. All such injuries shall be entered in a register kept for the purpose, in accordance with The Factories Act, 1948.

14.00 OVERTIME AND WORK ON HOLIDAYS:

Subject to the provisions of the Factories Act, 1948 or other legislation for the time being in force, if exigencies of work so require, the Company may require any workman/employee or all its workmen/employees to work overtime or to work on any weekly holiday or on any declared holiday, in accordance with the instructions which may be from time to time in this behalf.

15.00 PAYMENT OF WAGES;

15.01 Any wages/salary, due to the employees/workmen but not paid on the usual pay day on account of their being unclaimed, shall be paid by the Company on any day of the month notified in advance.

15.02 All workmen/employees shall be paid on working days before the expiry of the seventh day after the last day of the wage period in respect of which wages are payable.

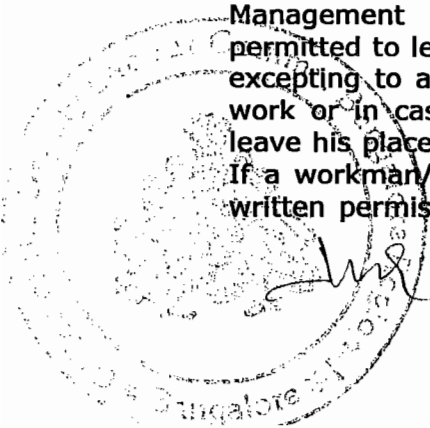
16.00 ATTENDANCE AND LATE COMING:

16.01 All workmen/employees shall be at the work-spot at the time fixed and notified under Standing Order No.4, and shall register attendance by punching their cards or in any other manner prescribed. Workmen/employees shall be liable to be shut-out if they are not at work-spot at the scheduled time. However, employees/workmen who come late may be admitted for work by the concerned head of department at his discretion and applying rules of 5 minutes grace period and shall be subject to wage deduction for the time absent from duty as per the Payment of Wages Act, 1936 as amended from time to time. An employee is allowed grace time as per the existing rules and as amended from time to time.

16.02 Deductions for Late-coming:

The cumulative time lost by late coming in a month, would be taken for purposes or deduction of wages.

16.03 All workmen/employees are required to report for their duties at the appointed place of work punctually in their prescribed uniform after recording attendance in the time card or any other manner prescribed by the Management Normally, a workman/employee is neither expected nor permitted to leave his place of work during his work during his working hours excepting to answer nature's call or doing something connected with official work or in case of some emergency. In such exceptional cases, he should leave his place of work after obtaining permission from his superiors on duty. If a workman/employee absents himself from his place of work without the written permission of his superiors or without reasonable cause, he shall be



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liable to be treated as absent for the period of absence and such acts shall be construed as "misconduct",

16.04 If an employee/workman, after registering his attendance in the manner prescribed, is found absent from his proper place or places of work during working hours without permission, he shall be subject to deduction in accordance with the provisions of the Payment of Wages Act, 1936, as mentioned from time-to-time and all such acts shall be construed as "misconduct"

16.05 If any workman/employee clocks in and/or out or marks attendance by any other means or for any one other than himself, he shall be liable for severe disciplinary action and all such acts shall be construed as "misconduct".

16.06 Meal time, rest intervals for all shifts will be notified on the Notice Board along with the periods of hours of work.

17.0 LEAVE:

17.01 All kinds of leaves are granted at the discretion of the Management and the Management has the absolute discretion to refuse, revoke or curtail already granted leave subject to exigencies of work under exceptional circumstances. Leave days and its calculation will be in accordance with leave rules in force at the time and as amended from time to time.

All employees are eligible for the following kinds of leave subject to the conditions mentioned here under: -

- (a) Earned Leave
- (b) Casual Leave; and
- (c) Maternity Leave

For the purpose of leave calculation the period will be 1st January to 31st December.

(a) EARNED LEAVE:

An employee shall be allowed leave with wages/salary, subject to and in accordance with the Factories Act, 1948, and as per Rules on the subject notified by the company from time-to-time.

(C) CASUAL LEAVE

Casual leave of eight days with full pay in a calendar year is allowed to employees. The utilized leave lapses at the end of the calendar year. However, In exceptional cases, the Management has discretion to allow this kind of leave to accumulate up to two consecutive years.

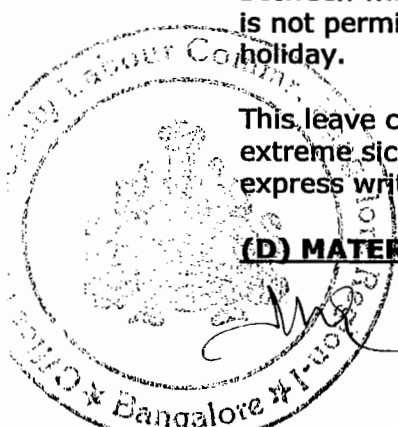
Casual leave can be sanctioned in units of half day and holiday that comes in between will also be included. Casual Leave in excess of two days at all times is not permissible and cannot be prefixed and suffixed with any other leave or holiday.

This leave cannot be combined with any other paid leave except in the case of extreme sickness or maternity leave and in such condition only with the express written permission of the Manager / Management.

(D) MATERNITY LEAVE:

For VEER-O-METALS PVT. LTD.


Managing Director



This leave will be granted as per the provisions of the Maternity Benefit Act, 1961 and rules there under.

(E) LEAVE WITHOUT PAY:

Leave without pay may be granted at any time when no other leave is admissible and when special circumstances render it necessary. It may be granted in continuation of other leave at the sole discretion of the management.

(F) LEAVE RULES (GENERAL)

The terms 'leave salary' include the full Basic Pay and Dearness Allowance, HRA, etc.

18.00 MEDICAL EXAMINATION:

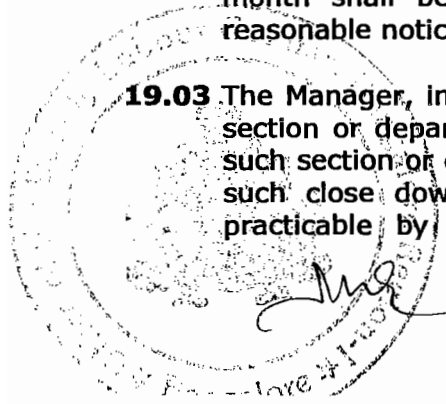
The Company may, at its own expense, require that any workman/employee to be examined by a Medical Practitioner specified by the Company at any time during the tenure of his service with the Company. If any such examination indicates that the workman/employee is suffering from any incurable disease or complaint that is infectious or is liable to interfere with the workman's/employee's duties or with the health of other workmen/employees, the Management may terminate the services of such workman/employee in accordance with these rules and regulations. Such an examination may also be conducted to determine the age of a workmen/employee and if any discrepancy is found from the declared age as per the workmen / employee's application then the workmen / employee is liable to have his services terminated on grounds of false declaration.

19.00 STOPPAGE OF WORK AND LAY-OFF:

19.01 The Company may, at any time, in the event of fire, catastrophe, epidemic, civil commotion, break down of machinery or shortage of power supply or non availability / shortage of raw material, shortage of work, economic exigencies or other cause beyond its control, whether of a like nature or not, stop any machine or machines of departments wholly or partially for any period or periods without notice and lay-off the workmen/employees so affected.

19.02 In the event of such stoppage during working hours, the employees/workmen affected shall be notified as soon as practicable, by notices put up on the Factory's notice board in the department concerned as to when work will be resumed and whether they are to remain or to leave their place of work. If the period of detention does not exceed one hour, the employees so detained shall not be paid for the period of detention. If the period of detention exceeds one hour, the employee so detained shall be entitled to receive wages for the period they are detained as a result of the stoppage. In the case of piece-rate employees, the average daily earnings for the previous month shall be taken to be the daily wage. Wherever practicable, reasonable notice of resumption of normal work shall be given.

19.03 The Manager, in the event of a strike affecting either wholly or partially any section or department or the Company close down either wholly or partially such section or department and any other section or departments affected by such close down. The fact of such closure shall be notified as soon as practicable by notices put on the Company's notice board and in the



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Managing Director

departments conceded. The employees concerned shall also be notified by the notice on the Company's notice board as to when the work will be resumed. Any workman/employee who having been laid off under these Standing Orders, fails to report for duty within ten days of the recall notice or after having been otherwise notified shall be deemed to have left the service on his own accord.

19.04 All matters connected with 'Lay-off and 'retrenchment' will be dealt with in accordance with the provisions of the Industrial Disputes Act, 1947.

19.05 In case of lay-off due to strike or slow down, the workmen/employees laid off will not be entitled to any wage or compensation as laid down under the provisions of Section 25 (E) of the industrial Disputes Act, 1947.

19.06 The Manager may retrench any or all workmen/employees for any of the reasons mentioned above and the principle of "last come first go" will be applied in each department or section, in case of retrenchment. In such an event, the workmen/employees will be entitled to retrenchment compensation as provided in the industrial Disputes Act, 1947.

19.07 The workmen/employee so laid off shall be entitled to receive compensation as prescribed under Law. However, all workmen/employees who have been laid off for more than forty five (45) days during any period of twelve months will not be entitled to receive any compensation for any period of lay-off after the expiry of the forty-five days.

20.00 ESSENTIAL SERVICES:

Without being exhaustive, the following services shall be considered as essential services and the workmen/employees working in these departments should be available at all time and in all case of emergency.

- I. Fire protection
- II. Watch & Ward (Security)
- III. Telephone Operators
- IV. Maintenance Departments
- V. Welfare Department such as Canteens, Medical Health, Transportation etc.,
- VI. Safety Departments
- VII. Time Keeping, Pay Roll and cash staff.

The essential services shall be maintained by the respective employees working in the respective departments, inspite of the strikes, lockouts etc.,

21.00 TRANSPORTATION.

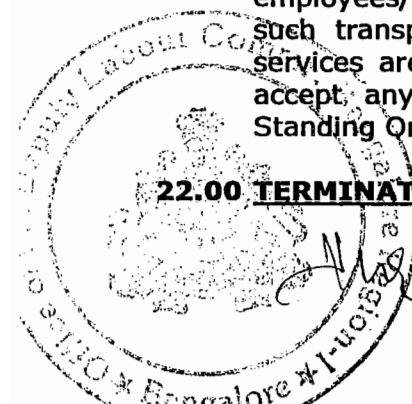
The Company is not bound to provide or continue to provide any sort of conveyance to and from their residence for the benefit of its employees/workmen nor are the workmen/employees required to make use of such transport if and when provided by the Company. However, if such services are availed of by the workmen/employees, the Company does not accept any responsibility whatsoever including the contingencies as per Standing Orders.

22.00 TERMINATION OF EMPLOYMENT BY THE COMPANY:

For VEER-O-METALS PVT. LTD.

Sham Sunder

Managing Director



22.01 The employment of any permanent monthly rated employee may be terminated if it is no longer required in the interest of the Company by giving notice as set out in the Appointment Letter, or by payment of wages at the rate of wages for a like period in lieu of notice. The employment of any permanent daily rated may be terminated, if it is no longer required in the interest of the factory by giving fifteen days notice or by payment of wages for a like period in lieu of notice. If during the period covered by notice the employee/workmen leaves employment, pay will be given only for the period during which he actually worked in either of the cases stated above.

22.02 The employment of any temporary daily rated or monthly rated employee or probationary employee, irrespective of mode of payment of his daily earnings may be terminated by a day's notice or by payment of wages at the rate of wages for a like period in lieu of notice without assigning any reason whatsoever.

22.03 The employment of employee / worker / trainee /Probationer/ Temporary/ apprentice, may be terminated without any notice and without assigning any reason thereof. Provided always that if an employee/worker is found guilty of any misconduct or been found guilty of any act or acts described in Standing Orders No.24, the manager may dismiss him summarily and the employee/worker so dismissed shall not be entitled to any notice or wages in lieu of notice subject to provisions of The Industrial Disputes Act, 1947.

22.04 In all cases of discharge or dismissal of an employee / worker / trainee /Probationer/ Temporary/ apprentice, he shall obtain a clearance certificate from the department/s concerned testifying that nothing belonging to the Company is due by him. If the employee/worker fails to return any such property, the cost of such property shall be deducted from his wages and or through other legal sources/means.

22.05 If a employee / worker / trainee /Probationer/ Temporary/ apprentice, absents himself from work on account of sickness for a continuous period of ten days, his services are liable to be terminated/discharged on the grounds of continued ill health.

22.06 The services of an employee/worker will be retired on his completing the age of 58 years. The management may at its discretion extend the services off any workmen/employee beyond this age based on work and business exigencies.

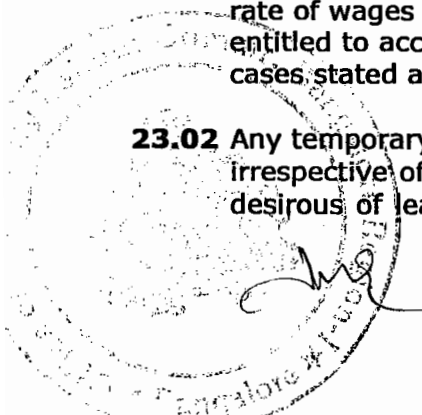
23.00 TERMINATION OF EMPLOYMENT BY THE EMPLOYEE/WORKER:

23.01 A permanent monthly rated employee/worker desirous of leaving the company's services shall give notice as set out in the Appointment Letter, to the Manager of his intention to do so or forfeit to the Company one month's wages at the rate of wages in lieu of notice as agreed to and set out in the appointment order. Permanent daily rated employee/worker desirous of leaving services of the Company shall give fifteen days notice to the Manager of his intention to do so or forfeit to the Company fifteen days wages at the rate of wages in lieu of notice. However, when notice is given, the Company is entitled to accept it at any time before the expiry of the notice in either of the cases stated above.

23.02 Any temporary monthly rated or daily rated or probationary employee/worker, irrespective of the mode of his monthly or daily earnings as the case may be desirous of leaving the Company's services shall give one day's notice of his

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Sham Sunder

Managing Director



intention to do so to the Manager or forfeit to the Company one days wage at the rate of wages in lieu of notice as agreed and set out in the Appointment order.

23.03 The wages due to such employee/worker, will, if possible, be paid on the date of expiry of notice and in any case, within two working days after the expiry of such notice.

23.04 In all cases of resignation by employees/workmen, the concerned workmen/employee shall obtain a Clearance Certificate from the department/s concerned testifying that nothing belonging to the Company is due by him. If the employee/workman fails to return any such property, the cost of such property shall be deducted from his wages or through other legal sources/means as provided in the Payment of Wages Act.

24.0 MISCONDUCT

In particular, without being exhaustive or in any way limiting the meaning of the word "Misconduct" such expression shall be deemed to include in these Standing Orders inter-alia the following acts of commission or omission;

24.01 Willful in-subordination or disobedience, whether alone or in combination with others to any lawful and reasonable order of his Superior in the discharge of his duties.

24.02 Striking work either singly or with others or inciting others to strike in contravention of the provisions of any Law promulgated by the Government of India or of the State of Karnataka or Rule or Rules having the force of law.

24.03 Theft, fraud or dishonesty or willful damage or causing loss in connection with the Company's business, goods or property or any of the organization sponsored by the Company.

24.04 Refusal to work overtime, during exigencies of work and when it is absolutely required.

24.05 Taking or giving bribes or any illegal gratification whatsoever.

24.06 Habitual absence without leave / permission or overstaying leave with permission for more than three consecutive days, without prior permission for extending the leave.

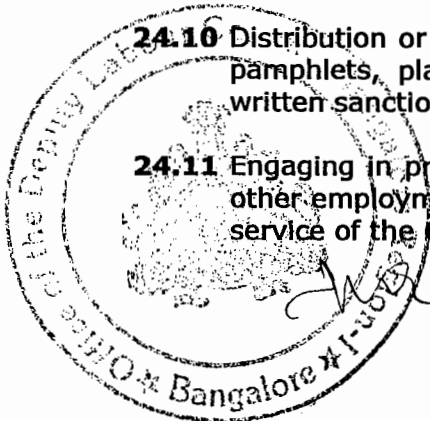
24.07 Collection of any money within the Company's premises for purposes not sanctioned by the Manager.

24.08 Habitual breach of any law applicable to the Company or Standing Orders.

24.09 Habitual late attendance or loitering, chitchatting or leaving of work before the scheduled time or absence from place of work without proper permission.

24.10 Distribution or displaying within the factory premises of any newspaper, bills, pamphlets, placards, banners, unauthorized badges etc., without the prior written sanction of the Manager.

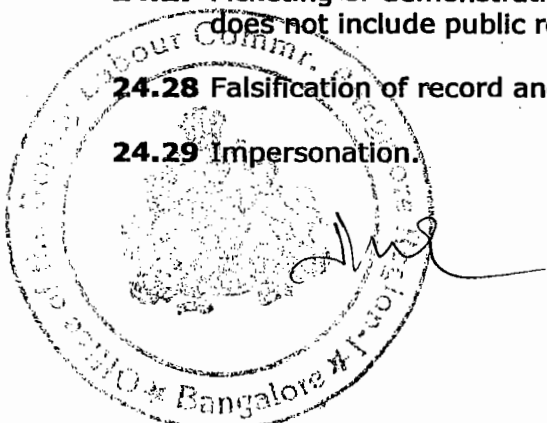
24.11 Engaging in private work or trade within the factory premises or engaging in other employment, outside the Company calling for profit whilst still under the service of the Company without the written permission of the Manager.



- 24.12** Drunkenness, riotous or disorderly behavior or any act subversive of discipline or efficiency within the factory premises.
- 24.13** Attending or holding meetings inside the factory premises without previously obtaining written sanction of the Manager.
- 24.14** Conduct and method of working on the part of the employees/workmen which endangers the life or safety of other workmen/employees.
- 24.15** Canvassing for party membership within the factory premises.
- 24.16** Sleeping while on duty.
- 24.17** Willful disobedience of any order expressly given or any rule expressly framed for the purpose of security / safety or willful removal or disregard of any safety guard or other devices provided for securing safety.
- 24.18** Disclosing to any unauthorized person or persons any drawings, information regarding the working or process of the factory, which comes into the possession of the employee/workman during the course of his employment with the company.
- 24.19** Gambling within the factory premises while on duty or in its precincts while on duty or otherwise.
- 24.20** Smoking within the factory premises except in places where it is permitted.
- 24.21** Refusal to accept or take notice of charge sheet, order or any other communication served either in person or by Post, or by notification in the factory's notice boards.
- 24.22** Conviction by a Court of Law for any criminal offence involving moral turpitude.
- 24.23** Deliberately making false statements before a superior knowing it to be false or forging the signature of a superior or that of any other person.
- 24.24** Violation of factory rules regarding cleanliness.
- 24.25** Proxy registering of attendance or abetting in the act of registering attendance of another employee.
- 24.26** Carrying lethal weapon, fighting, quarrelling using abusive language or attempting bodily injury to another person, boot-legging, conduct which violates common decency or morality of the community and threatening or intimidating any employee/workman of the Company, within the factory premises or outside in connection with work.
- 24.27** Picketing or demonstrating within the factory premises or its approaches. This does not include public road.

24.28 Falsification of record and/or defalcation.

24.29 Impersonation.



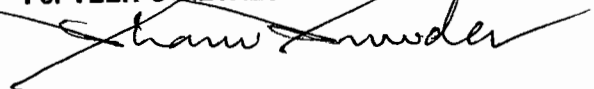
POF VEER-O-METALS PVT. LTD.
[Handwritten Signature]
Managing Director

- 24.30** Indulging in political activity during working hours of the Company within the factory premises.
- 24.31** Habitual litigation due to indebtedness, insolvency, etc.,
- 24.32** False statements / facts in application for appointment and/or physical fitness examination record.
- 24.33** Non-return of Company's properties on or before the stipulated period and utilizing them for personal reasons and gain.
- 24.34** Handling the Company's machines or apparatus not entrusted to his charge.
- 24.35** Refusal to take notice / memos or sending back any communication of the company, refusing to sign the memos etc.,
- 24.36** Failure to attend work on a Sunday or holiday when notified to do so and if permissible under The Factories Act, 1947.
- 24.37** Slowing down work either singly or in combination with others or another or inciting others to slow down work.
- 24.38** Failure to notify to the Company of any change in address or notifying address of location when proceeding on leave or change in address during leave.
- 24.39** Falsifying or refusing to give testimony when accident or other matters are being investigated.
- 24.40** Carrying unauthorized passengers in company vehicles. Unauthorized passengers will mean as defined by the Company's circulars from time to time.
- 24.41** Neglect of duty including carelessness, laziness, and inefficiency causing the quality of goods handled or processed by the employee/workman to be below the quality or quantity expected by the Company.
- 24.42** Unauthorized removal of or damage to machinery, guards and other safety devices, tools and tackles, willful breakage of tools, etc.,
- 24.43** Willful failure to report any occurrence or incidents likely to endanger the life or property in the premises of the factory.
- 24.44** Violation of terms and conditions of allotment of factory quarters or unauthorized use or forcible occupation of Company quarters or refusal to vacate when not eligible.
- 24.45** Using or commercializing any invention, discovery or patent invented, discovered, or patented as the case may be in the course of employment in the Company to the benefit of himself or any other person, firm or corporation.

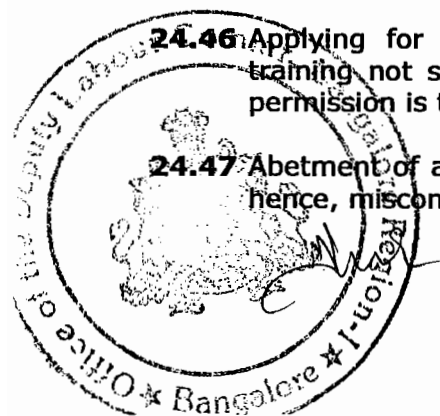
24.46 Applying for appointment, scholarship, fellowship, travel ship or for any training not sponsored by the Company, other than that for which express permission is taken from the Management.

24.47 Abetment of any misconduct shall amount to act subversive of discipline and hence, misconduct.

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Managing Director



24.48 Sexually determined physical contact and advances against women.

24.49 Demand or request for sexual favours, whether or not such request or demand is accompanied by implicit or explicit threats concerning one's employment status or similar personal concerns.

24.50 Showing pornography or displaying offensive pictures, drawings, calendars or cartoons.

24.51 Creation or perpetuation of a hostile, intimidation or offensive working environment through conducts such as:

- Touching the other person in an unwelcome way or purposeful brushing against another's body.
- Uninvited sex-oriented gestures, Teasing or suggestive comments or questions of a sexual nature.

24.52 Any unwelcome physical, verbal or non-verbal conduct of sexual nature.

24.53 Any act of misconduct committed by a worker/employee anywhere outside the factory premises, whether connected with the Company or otherwise. Lending money to the other workers/employees on interest, other than from a welfare/co-operative fund approved by the management.

24.54 Any other acts of omissions and / or commissions, which amounts to misconduct, which is not defined above.

25.00 PUNISHMENT:

The punishment for misconduct that may be awarded by the Manager or any person duly authorized by him shall be as follows.

1. Warning, censure or reprimand
2. Fine in accordance with the provisions of The Payment of Wages Act, 1936.
3. Suspension from work without pay not exceeding four days at a time.
4. Postponement of increment.
5. Reduction in the grade or reversion or demotion to the lower grade, and
6. Dismissal

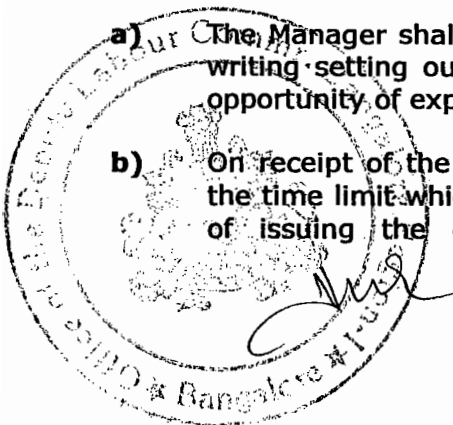
26.00 PROCEDURE FOR PUNISHMENT:

26.01 Before punishment of category 25 (1), 25 (2) and 25 (3) above the Manager shall give an opportunity to the employee/workman concerned to explain.

26.02 Before punishment of category 25(4), 25 (4), 25 (5) and 25 (6) action on the following lines shall be taken:

a) The Manager shall frame a charge sheet against the workman / employee in writing setting out the alleged misconduct. The employee shall be given an opportunity of explaining his conduct within a specific time limit.

b) On receipt of the explanation of the employee/workman or on the expiry of the time limit whichever is earlier, or under special circumstances at the time of issuing the charge-sheet the Manager shall constitute an Enquiry



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Managing Director

Committee consisting of one or more persons. The Enquiry Committee shall conduct an Enquiry as speedily as possible. The employee/workman concerned shall be allowed to produce such evidence in his defense, as the case may be necessary and relevant. The employee/workman concerned shall be permitted to obtain the assistance of a co-workman/employee for his defense. No outsider shall be permitted to help/assist the person charged in the enquiry.

- c) The Management reserves the right to appoint any person, including an outsider, as an independent Enquiry Officer. The Workman/employee shall attend and be present at the enquiry as and when decided and notified by the Enquiry Officer conducting the domestic enquiry.
- d) During the enquiry, the delinquent workman/employee, if he so desires, will be permitted to have the assistance of any one of his co-workman/employee, may be permitted to produce witnesses for his defense (from amongst the workmen/employees of the company) and cross-examine the witness on whose evidence the charge rests. The charged workman/employee will be issued with a copy of the proceedings of the enquiry at the end of the day's proceedings, if requested by the workman/employee. The employee/workman will be given full opportunity to participate in the enquiry. If, however, the employee/workman chooses not to take part in the enquiry or fails to participate in the enquiry, the enquiry will be held ex-parte.
- e) All proceedings of the Enquiry will be recorded in English and will be explained in Kannada
- f) On receipt of the finding and/or recommendations of the Enquiry Committee, the Manager shall decide the punishment to be awarded. In awarding the punishment, the Manager shall take into account the gravity of the misconduct, the previous record, if any, of the employee/workman and any other extenuating or aggravating circumstances that may exist. The decision of the Manager regarding the punishment shall be communicated to the employee/workman in writing in English only.
- g) The Manager shall be authorized to suspend or divert the employee to any other section, site or shift for a reasonable period to enable enquiry to be conducted and during the enquiry, if the employee/workman is found to be not guilty after the enquiry, he shall be paid his full wages and allowances for the period he was suspended.
- h) The Manager or the person duly authorized by him shall decide the punishment and communicate to the concerned Manager who shall communicate the decision to the concerned charged workman/employee.
- i) Provision for appeal will lie only once to the next higher authority over the authority passing the order of punishment.

27.00 SUSPENSION PENDING ENQUIRY:

27.01 Where the Manager is concerned that the alleged misconduct is serious, he may keep the workman/employee concerned under suspension pending receipt of explanation and enquiry. During the period of such suspension, the workman/employee concerned shall not enter the Company's premises except with the written permission of the Manager, nor shall he leave the station without the permission of the Manager. During this period, he shall not take any employment whatsoever shall report at the Factory Gate and sign the

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Managing Director

attendance register maintained for this purpose at a time instructed by the Management.

27.02 Where criminal proceedings against a workman/employee in respect of offences like murder or attempt to suicide, assault, dacoity, robbery, forgery and impersonation etc., are under investigation or trial, by any statutory authority like Police Department, Criminal Court, etc., and the Employee/Departmental Head / Manager is satisfied that it is necessary or desirable to place the concerned workman / employee under suspension, he may, by an order in writing suspend him with effect from such date as may be specified in the order. A statement setting out in detail the reasons for such a suspension shall be issued to the workman/employee within a week from the date of such suspension.

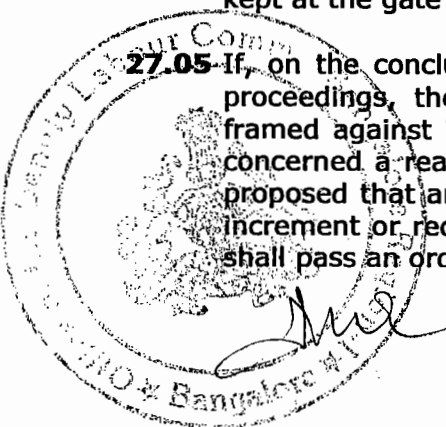
27.03 A workman/employee who is placed under suspension under clauses 27.01 or 27.02 above, shall, during the period of such suspension, be paid a subsistence allowance at the following rates but not for "suspension due to punishment".

I. Where an enquiry contemplated is departmental, the subsistence allowance shall, for the first ninety days from the date of suspension be equal to one half of the basis wages and dearness allowance and other allowances, if the departmental enquiry gets prolonged and the workman/employee continues to be under suspension for a period exceeding ninety days, the subsistence allowance shall, for such period be equal to three fourths of such basic wages and dearness allowance, other allowance, if any, provided that where such enquiry is prolonged beyond a period of ninety days for reasons directly attributable to the workman/employee, the subsistence allowance shall for the period exceeding ninety days be reduced to one-fourth of such basic wages and dearness allowance and other allowances, if any.

II. Where the enquiry is by an outside agency or as the case may be where criminal proceedings against the workman/employee are under investigation or trial, the subsistence allowance shall be, for the first one hundred and eighty days from the date of suspension, be equal to one half of his basic wages, dearness allowance, and other allowances, if any, to which the workman/employee would have been entitled to if he was on leave. If such enquiry or criminal proceedings gets prolonged and the workman/employee continue to be under suspension for a period exceeding one hundred and eighty days, the subsistence allowance shall for such a period be equal to three-fourths of such wages, provided that where such enquiry or criminal proceedings if prolonged beyond one hundred and eighty days for reasons directly attributable to the workman/employee the subsistence allowance shall, for the period exceeding one hundred and eighty days be reduced to one-fourth of such wages.

27.04 The payment of subsistence allowance will be subject to a written declaration by the workman/employee that he is not engaged in any other employment, business, profession or vacation and he signs in Register at the assigned time, kept at the gate for the purpose.

27.05 If, on the conclusion of the enquiry or as the case may be, of the criminal proceedings, the workman/employee has been found guilty of the charge framed against him and it is considered after giving the workman/employee concerned a reasonable opportunity of making representation on the penalty proposed that an order of dismissal or suspension or fine stoppage of annual increment or reduction in rank would meet the ends of justice, the employer shall pass an order accordingly;



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[Signature]
Managing Director

- Provided that when an order of dismissal is passed under this clause, the dismissal shall take effect from the date of suspension. The workman/employee shall be deemed to have been absent from duty during the period of suspension and shall not be entitled to any remuneration for such period, and the subsistence allowance already paid to him shall not be recovered.
- Provided further that where the period between the date on which the workman/employee was suspended from duty pending the inquiry or investigation or trial and the date on which an order of suspension was passed under this clause exceeds four days, the workman/employee shall be deemed to have suspended only for four days or for such shorter period as is specified in the said order of suspension and for the remaining period, he will be entitled to the same wages as he would have received if he had not been placed under suspension, after deducting the subsistence allowance paid to him such period.
- Provided also that where order imposing fine or stoppage of annual increment or reduction in rank is passed under this clause, the workman/employee shall be deemed to have been on duty during the period of suspension and shall be entitled to the same wages as he would have received if he had not been placed under suspension after deducting the subsistence allowance paid to him for such period.

27.06 If, on the conclusion of the inquiry or as case may be, of the criminal proceedings, the workman/employee has been found to be not guilty of any charges framed against him, he shall be deemed to have been on duty during the period of suspension and shall be entitled to the same wages as he would have received if he had not been placed under suspension, after deducting the subsistence allowance paid to him for such period.

27.07 In awarding punishment, under this Standing Orders, the Manager shall take into account the gravity of the misconduct, the previous record if any, of the workman/employee and any other extenuating or aggravating circumstances that may exist. A copy of the Order passed by the Management shall be to the workman/employee concerned.

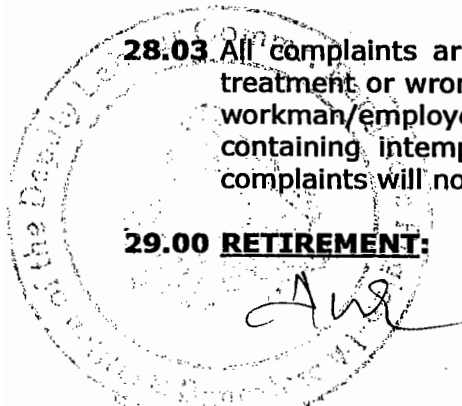
28.00 COMPLAINTS, PETITIONS, GRIEVANCES, ETC:

28.01 Complaints and/or grievances of a workman/employee shall be settled only in accordance with the grievance procedure mutually settled for adoption, keeping in view the model grievance procedure prescribed under the Code of Discipline in Industry.

28.02 All complaints relating to assault or abuse by any person holding a supervisory position and refusal to grant urgent leave will be enquired into without avoidable delay.

28.03 All complaints arising out of employment including those relating to unfair treatment or wrongful exaction on the part of his superior shall be brought by workman/employee to notice of the Management. However, petitions containing intemperate, offensive or insubordinate language or anonymous complaints will not be considered or admitted by the Management.

29.00 RETIREMENT:



For VEER O METALS PVT. LTD.

 Managing Director

All workman/employees shall retire from the services of the Company on completing the age of 58 years (fifty-eight years). However the Company at its sole discretion can extend the services of a particular workman/employee beyond the aforesaid limit subject to his being found medically fit by the assigned Medical Officer and upon such terms and conditions as the Company may, in this behalf, prescribe.

30.00 PROOF OF AGE:

30.01 Every workman/employee, at the time of reporting to duty, should give a certificate/ declaration of the date of birth duly supported by any one of the following:

- a) Birth/Baptismal Certificate
- b) School Leaving Certificate
- c) Matriculation Certificate
- d) Court of Law

30.02 On no account shall the admitted on the above records be altered.

30.03 Proof of age once produced by an employee/workman and provisionally accepted by the Manager shall remain permanent record and cannot be changed under any circumstances; excepting in the event of a Court Order or on conducting a medical test using modern techniques in a hospital or laboratory assigned by the Management.

31.00 RESIDENTIAL ADDRESS:

31.01 All workman/employee are required to intimate in writing any change in their residential address from time to time.

31.02 In the absence of such intimation, it will be presumed that the last address available/known to the Company is the current and the correct address.

32.0 COMMUNICATIONS:

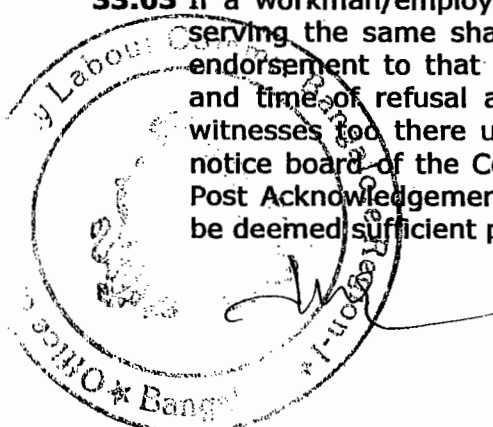
In the absence of the employee/workman from duty or his refusal to accept any communication or communication not being served, the communication shall be deemed to be complete and served if it is pasted on the Company's notice board.

33.00 SERVING NOTICES:

33.01 Notices to be exhibited or given under these Standing Orders shall be in English and/or in Kannada

33.02 A workman/employee shall receive any notice or memo that the Management may seek to serve upon him from time to time.

33.03 If a workman/employee refuses to receive any notice or memo, the person serving the same shall, in the presence of at least two witnesses make an endorsement to that effect on the notice or memo, with particulars of date and time of refusal and put his signature as also obtain the signatures of witnesses too there under, and a copy of the notice shall be pasted on the notice board of the Company or sent to the concerned person by Registered Post Acknowledgement Due (RPAD) to the last known address and this shall be deemed sufficient proof of his having received the same.



Handwritten signature of the Managing Director.

33.04 General notice required under these Standing Orders shall be given by pasting the same on the notice board of the Company maintained for such purposes. All such notices concerning individual workman/employee concerned shall be served on the workman/employee concerned personally. Notice of communication sent to the workman/employee may be served personally. Where a workman/employee is not available for service of any such notice or memo, it shall be deemed sufficient service of notice if the notice is posted to his last known address.

33.05 Notice of communication shall be deemed to have been served if any employee/workman refuses to accept it when personally or when sent by registered post to the employee's/workman's last known local or home address.

If Registered Letter is returned un-served, exhibition of a copy of the same on the notice board of the Company will be deemed to be sufficient service.

33.06 Any notice, order, charge-sheet, communication or intimation which is personal/official i.e., addressed to an individual workman/employee or all workmen/employees shall be given in English and shall, if he so desires, be explained to him in Kannada.

34.00 COLLECTION:

No person working in the Company in any capacity has the right or authority to offer or ask for or receive or collect loan or any present or reward or commission, subscribe for any purpose from any other employee or person for any purpose or upon any pretext whatsoever, either on his own behalf or on the behalf of the other person or persons except with the written permission of the Manager.

35.00 SPECIAL AGREEMENT FOR DEPUTATION ABROAD OR FOR SPECIAL TRAINING:

If a separate agreement of employment has been entered into between the Company and the employee/workman, the terms and conditions of the agreement will prevail against these Orders and regulations to the extent of any conflict with these Standing Orders.

36.00 INVENTIONS, PATENTS, ETC:

Any discovery, invention or improvement whatsoever relating to any process or method or any appliance or plant available for manufacture carried on or experimented upon by the Company or by any firm or Company in which the Company has any interest, direct or indirect, made by the employee/workman while in the service of the Company or within one year thereafter shall forthwith be communicated to it. The employee/workman must furnish at the request of the Company all the particulars thereof and if required, but not otherwise, shall apply for all patent and rights in India or elsewhere and give assignments and transfers to the Company or its nominees as may be considered necessary.

Letters of patent, if taken shall belong to the Company or its nominees and the remuneration if payable to any employee/ workman for such invention shall be at the discretion of the Management.

37.00 CERTIFICATE OF SERVICE:

For VEER-O-METALS PVT. LTD.


Managing Director

Every employee/ workman shall be entitled to a Service Certificate at the time of his discharge, retirement, termination or resignation from service, when accepted.

38.00 LIABILITY OF THE MANAGER:

The Manager of the Company shall personally be held responsible for the proper and faithful observance of the Standing Orders.

39.00 GENERAL:

39.01 Annual increments shall be in accordance with the scale of pay fixed for each category of employees / workmen at the discretion of the Management.

39.02 Subject to the provisions of the Payment of Wages Act, the Management reserves the right to withhold an employee's / workman's increment, if his work, conduct or attendance is not satisfactory.

39.03 No workman /employee while in service of the Company is allowed to accept other employment or undertake any work or service, either direct or indirect, honorary or otherwise, without the previous written permission from the Manager, or any other officers authorized on this behalf by the Management. Subject to the provisions of any enactment or rule in force in the State for the time being, the decision of the Manager upon any question arising out of, in connection with or incidental to these orders shall be final.

39.04 Each Supervisor or Departmental head will be held personally responsible for the proper and faithful observance of the rules and regulations and of the special rules made under the Factories Act, 1948.

39.05 The Apprentices/Trainees under training, employed by the Company shall be governed by the rules and regulations of the Apprenticeship/Training Scheme formulated by the Company and in force from time to time.

39.06 Every workman / employee shall maintain a high standard of work conduct and observe diligently all legal and reasonable orders of the Company and such modifications thereof.

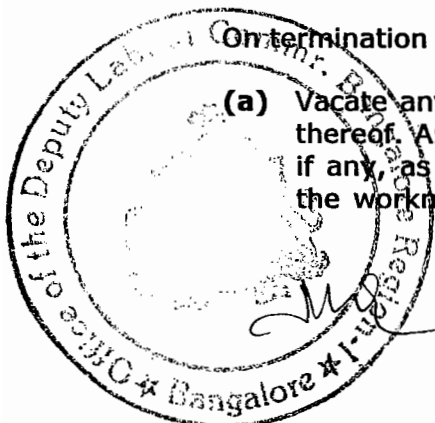
40.00 PUBLICATION OF WRITTEN ARTICLES:

No workman/employee shall publish or cause to be published any article written by him or any matter whatsoever in any local or overseas newspaper, journal or other publication without the written permission of the Management provided that such permission shall not be necessary for the publication of articles which have no bearing on the affairs of the Company and which do not directly or indirectly affect the Company.

41.00 WORKMEN / EMPLOYEE TO GIVE ACCOUNT OF COMPANY'S PROPERTY:

On termination of employment, the workman/employee shall;

(a) Vacate any quarters of the Company occupied by him and pay the rent thereof. Arrears of rent, electricity charges, water bills, local taxes, etc., if any, as may be due from the workman/employee should be paid by the workman / employee before he leaves the Company's service. All



amount remaining unpaid are liable to be recovered from any amount due to him.

- (b) Compensate the Company for all loss or damage caused by him directly or indirectly to the Company's quarters and all movable property therein.
- (c) Failure to comply with all or any of the above provisions shall entitle the Company to with-held the workman's / employee's wages / salary or any other payment due to him or make appropriate deductions there from and to take such other action as may be deemed fit, subject to the provisions of the Payment of Wages Act and the rules made there under.

42.00 RIGHTS & PRIVILEGES UNDER OTHER LAWS ETC., NOT EFFECTED:

Nothing contained in these Standing Orders shall operate in derogation of any law applicable or to the prejudice or to any right of workmen / employees under an agreement, settlement or award for the time being in force or contract of service. if any, or custom or usage of the Company.

43.0 EXHIBITION OF STANDING ORDERS:

A copy of these Standing orders in English will be displayed in the Company's notice board and in such other places as the Manager may decide and shall be kept in legible condition. As amongst the English, Kannada and any other text of these Orders, the English text will prevail in cases of doubt, for the purpose of interpretation and application.

In the case of these Standing Orders being translated, should there arise any doubt in interpretation, the clauses of Certified Standing Orders shall prevail.

As certified initially by the Deputy Labour Commissioner and Certifying officer in Karnataka by Order No. Dated. 26.11.1988 under the industrial Employment (Standing Orders) Act, 1946.

The Management reserves the right to change, add, delete any or all the rules framed herein at its discretion, however duly following the procedure required, as per law.

* * * *



For VEER-O-METALS PVT. LTD.
[Signature]
Managing Director