MEMORANDUM OF UNDERSTANDING 2018-19

	memorandum						
office a	nt nium Company Lin alli, Bhubaneswar-7	mited (S	econd part) having	g its registere	aı d office a	nd M/s Na	ational
This m condition	emorandum of uncons:	derstand	ing will be govern	ed broadly by	the follo	wing term	is and
Anı up. MT	nual / Quarterly Mo However after revi T of metal for the ak-up.	OU quar lew of av	ntity ofvailability of metal	. MT as per fo M/s. NALCO	ollowing on has agree	quarterly led for	break-
			Quarter	ly break up o	f Quarte	rly break	c up
			Reques	ted qty (MT)	of agre	ed qty (M	TT)
1 st Qu	arter – April to Jur	ne 2018					
2 nd Qu	uarter – July to Sep	tember 2	2018				
3 rd Qu	arter – October to	Decemb	per 2018				
4 th Qu	arter – January to	March 2	019				
TOT	AL ANNITAL MOI	IOTV					

2. MOU PERIOD, PRODUCTS & SIGNING DATE

- (a) PERIOD: Financial Year 2018-19 (from 01.04.2018 to 31.03.2019).
- (b) PRODUCTS COVERED: Aluminium Ingots, T. Ingots, Sows, Billets and Wire rods in general. In case of non-availability of any specific grade of material, the customer is to lift available grade(s) of material to complete MoU requirements.
- (c) Last date for signing MOU:
 - (i) For Annual MOU Scheme: Customers desirous of signing MOU for the whole year shall sign preferably before 21st April 2018.
 - (ii) For Quarterly MOU Scheme: Customers desirous of signing MOU for any quarter other than 1st quarter and consecutively from that quarter shall sign preferably before 20th of the preceding month prior to beginning of that (those) quarter(s). For 1st quarter, the last date of signing would be 21st April 2018.

3. MOU SCHEME

(a) ANNUAL MOU SCHEME

- (i) Customers desirous of signing MOU for the whole year shall be covered under this scheme. Their signed annual MOU quantity shall be total Annual MOU Quantity agreed by NALCO for FY 2018-19. Minimum Annual MOU quantity shall be 96 MT.
- (ii) Quarterly MOU qty: Normally quarterly MOU Quantity shall be Annual MOU quantity divided by 4 (Four) for the quarters defined under sl. no. 1. However, customers signing MOU for the whole year are also allowed for signing differential quarterly quantities within the range of 20% to 30% of Annual signed quantity and the benefits associated with their quarterly & monthly MOU Quantity will be with reference to the rate applicable to quarterly & monthly MOU quantity as per column 6 & 5 respectively of Graded MOU Reward table at sl.no. 4[III] irrespective of the rate applicable to signed Annual MOU quantities.
- (iii) Monthly MOU quantity: Quarterly MOU quantity as mentioned above at sl. no. (ii) divided by 3 (three).
- (iv) Customers who sign Annual MOU quantity for the whole year but do not qualify for annual reward by virtue of not meeting eligibility criteria, as per sl. no. 4[I-A] therein may sign MOU afresh for any quarter and consecutively from that quarter. Request from such customers should reach the respective regional offices by 5th of the month following the quarter when they get disqualified. They will be entitled to respective quarterly/monthly benefit afresh but will not be eligible to get the specific benefits available for Annual MOU such as TATKAL SCHEME, Annual Rewards.
- (v) The supply of MOU quantities signed by the customers shall be subject to metal availability. Those customers interested in signing MOU for the whole year shall be preferred in signing MOU quantities over other MOU customers.

(b) QUARTERLY MOU SCHEME

- (i) Customers (any new customer or those disqualified from Annual MOU scheme or from any of the Quarterly MOU schemes) desirous of signing Quarterly MOU for any one quarter/any two consecutive quarters/any three consecutive quarters shall be covered under this scheme. Minimum MOU quantity for a quarter shall be 24 MT. Their signed MOU quantity for any one quarter/any two consecutive quarters/any three consecutive quarters shall be total MOU quantity agreed by NALCO considering the metal availability.
- (ii) Quarterly MOU qty: Total signed MOU quantity equally divided into one quarter/two quarters/ three quarters, as the case may be.

(iii) Monthly MOU qty: Quarterly MOU quantity as mentioned above at Sl.No.(ii) above divided by 3 (three) for a particular quarter.

4. FACILITIES / BENEFITS FOR MOU CUSTOMERS

I. ELIGIBILITY CRITERIA

A. To continue to get benefits under the Annual MOU Scheme:

For Annual	MOU	(i) The customer should fulfill the eligibility criteria for monthly MOU				
Reward	MOC	reward at least 4 times in each half of the financial year and 8 times in				
Kewaru		total.				
		(ii) The customer should achieve minimum 90% of the signed quarterly quantity of 1 st & 2 nd Quarter put together.				
		(iii)The customer should lift the agreed Annual MOU quantity in the MOU period of 2018-19.				
		period of 2018-19. (iv) Once an Annual MOU customer fails to meet the criteria as above, the				
		customer would automatically cease to be a MOU customer and would not				
		be entitled for any benefit under the scheme thereafter.				
For Quarterly	MOU	(i) Eligibility for fulfilling Quarterly MOU quantity for 1st Quarter (April				
Reward	MOU	– June 2018) only: The customers who lift minimum 80% of signed				
Kewaru		quarterly MOU quantity shall be eligible for quarterly MOU reward.				
		Shortfall up to 10 MT in achieving 100% of signed quarterly MOU				
		quantity shall not be considered as failure. (ii) For the balance three quarters of the MOU period, i.e. 2 nd Quarter.				
		(ii) For the balance three quarters of the MOU period, i.e., 2 nd Quarter (July-September 2018), 3 rd Quarter (October-December 2018) and 4 th				
		Quarter (January-March 2019): The customers who lift minimum 90%				
		of signed quarterly MOU quantity shall be eligible for quarterly MOU				
		reward. Shortfall up to 10 MT in achieving 100% of signed quarterly				
		MOU quantity shall not be considered as failure.				
For Monthly	MOU	(i) Eligibility for fulfilling Monthly MOU quantity for April 2018 only:				
Reward	1.200	Inability to lift monthly MoU quantity during April 2018 shall not be				
		considered as failure. All customers shall be eligible for monthly				
		MOU reward for actual lifted quantity as per their signed MoU slab.				
		(ii) For the balance 11 months of the MOU period (i.e. May 2018 to March				
		2019): The customers who lift minimum 80% of signed monthly				
		MOU quantity shall be eligible for monthly MOU reward. Shortfall				
		up to 10 MT in achieving 100% of signed monthly MOU quantity shall				
		not be considered as failure.				
		However, for customers who have signed monthly MOU quantity				
		of ≤ 10 MT, only lifting of minimum 80% of monthly MOU quantity				
		criteria shall be applicable for monthly MOU reward.				

B. To continue to get benefits under the Quarterly MOU Scheme:

[I]For MOU	The customer should fulfill the eligibility criteria for monthly MOU reward for two out of three	
customers for	months during the MOU period besides lifting the signed MOU quantity.	
any one quarter	Once a MOU customer fails to meet the criteria as above, the customer would automatically cease	
(3 months)	to be a MOU customer and would not be entitled for any benefit under the scheme thereafter.	
, ,	The customer who lifts 100% of signed quarterly MOU quantity shall be eligible for quarterly MOU	
	reward.	
[II] For MOU	The customer should fulfill the eligibility criteria for monthly MOU reward for at least 4 times	
customers for 2	during the MOU period and at least 2 times in each quarter besides lifting the signed MOU quantity.	
consecutive	Once a MOU customer fails to meet the criteria as above, the customer would automatically cease	
quarters (6	to be a MOU customer and would not be entitled for any benefit under the scheme thereafter.	
months)	(i) For 1st Quarter of MOU period: The customers who lift minimum 90% of signed quarterly MOU	
,	quantity in its 1st quarter of MOU period shall be eligible for quarterly MOU reward.	
	Shortfall up to 10 MT in achieving 100% of signed quarterly MOU quantity in 1st quarter shall not	
	be considered as failure.	
	(ii) For 2 nd Quarter of MOU period: Customer lifting 100% of the signed MOU quantity for their	
	two quarters put together besides lifting 90% of their signed quarterly quantity in its 2 nd quarter of	
	MOU period shall be considered eligible to get the quarterly MOU reward for its 2 nd quarter.	
	Shortfall up to 10 MT in achieving 100% of signed quarterly MOU quantity in its 2 nd quarter of	
	MOU period shall not be considered as failure.	
[III]For MOU	The customer should fulfill the eligibility criteria for monthly MOU reward for at least 6 times	
customers for 3	during the MOU period and at least 2 times in each quarter besides lifting the signed MOU quantity.	
consecutive	Once a MOU customer fails to meet the criteria as above, the customer would automatically cease	
quarters (9	· · · · · · · · · · · · · · · · · · ·	
months)	to be a MOU customer and would not be entitled for any benefit under the scheme thereafter. (i) For 1 st & 2 nd Quarters of MOU period: the customers who lift minimum 90% of signed quarters.	
monuis)	MOU quantity each in their 1 st and 2 nd quarters of MOU period shall be eligible for quarterly MOU	
	reward in each quarter.	
	Shortfall up to 10 MT in achieving 100% of signed quarterly MOU quantity in each of these two	
	quarters shall not be considered as failure.	
	(ii) For 3 rd Quarter of MOU period: Customer lifting 100% of the signed MOU quantity for their	
	three quarters put together besides lifting 90% of their signed quarterly quantity in its 3 rd quarter of	
	MOU period shall be considered eligible to get the quarterly MOU reward for their 3 rd quarter of	
	MOU period.	
	Shortfall up to 10 MT in achieving 100% of signed quarterly MOU quantity in its 3 rd quarter of	
	MOU period shall not be considered as failure.	
For Monthly	(i) Eligibility for fulfilling Monthly MOU quantity for April 2018 only: The customers who lift	
MOU Reward	minimum 60% of signed monthly MOU quantity shall be eligible for monthly MOU reward.	
under Quarterly	Shortfall up to 10 MT in achieving 100% of signed monthly MOU quantity shall not be considered	
MOU scheme	as failure.	
WIOU scheme	However, for customers who have signed monthly MOU quantity of < 10 MT, only lifting	
	of minimum 60% of monthly MOU quantity criteria shall be applicable for monthly MOU reward.	
	(ii) For the balance months of the MOU period (i.e May 2018 to March 2019): The customers who	
	lift minimum 80% of signed monthly MOU quantity shall be eligible for monthly MOU reward.	
	Shortfall up to 10 MT in achieving 100% of signed monthly MOU quantity shall not be considered	
	as failure.	
	However, for customers who have signed monthly MOU quantity of < 10 MT, only lifting	
	of minimum 80% of monthly MOU quantity criteria shall be applicable for monthly MOU reward.	
	of minimum 80% of monthly MOO quantity criteria shan be applicable for monthly MOO feward.	

C. Exclusive MoU customers

All Annual MoU customers, who source 100% of their Aluminium requirement exclusively from Nalco, shall be eligible for additional benefit under the Tatkal Scheme for Financial Year 2018-19. These customers would be required to furnish a written undertaking, duly signed by Proprietor/Director/Partner along with the signed MoU document that they shall be sourcing their entire requirement through Nalco for the entire Financial Year 2018-19. Upon receipt of information by Nalco about any of these customers lifting material from other sources at any time during the FY 2018-19, these customers shall cease to be MoU customers thereafter and will not be eligible for any further MOU benefit under the MOU scheme.

II. PRIORITY IN DISPATCH /QUEUE FOR MOU CUSTOMERS

A. Despatch Priority

(i) Considering MOU customer's DI issuance date as 1st day in case their turn does not come for dispatch on the 3rd day, then the priority would be in terms of 50% of pending DI quantity (subject to availability of grade of metal mentioned in the DI). However, for such priority excess over the stipulated monthly MOU quantity shall be ignored. In case there is a queue amongst the MOU customers, the above priority would be limited as per following:-

Sl.No.	Monthly MOU Qty (MT)	· · · · · · · · · · · · · · · · · · ·
		per day
1	< 1000 MT	4 (including max. 3 Trucks of Wire Rods,
		if any)
2	\geq 1000 MT to <2000 MT	6 (including max. 4 Trucks of Wire Rods,
		if any)
3	≥ 2000 MT	8 (including max. 5 Trucks of Wire Rods,
		if any)

The above priority would be applicable to a particular customer (with respect to a particular customer code) / corporate body.

- (ii) In case of exigencies and less metal availability, metal shall be given on priority to valid MOU customers as per DI seniority against their pending DIs up to their Monthly MOU eligibility criteria as per priority under (i) above.
- (iii) If any customer fails to lift enough quantity to satisfy monthly MOU eligibility criteria in the previous months of a quarter in spite of making serviceable DIs consistently and wants to lift the shortfall quantity in the subsequent months of the quarter, the same will be supplied after meeting (ii) above in order of DI seniority of such customers. However, shortfall in MOU quantity would be supplied subject to metal availability.

- (iv) After (ii) & (iii) above, metal shall be given on priority to MOU customers as per DI seniority against their pending DIs upto their Quarterly MOU eligibility criteria and Annual MOU eligibility quantity.
- (v) After meeting the above criteria at (ii), (iii) and (iv) above, balance DI of MOU customers will be served as per DI seniority to fulfill their 100% monthly MOU quantity and 100% quarterly MOU quantity in that order subject to availability of metal. In case of further metal availability after meeting the above, metal may be despatched to both MOU & Non MOU customers depending on their DI seniority.

B. Tatkal Scheme

The customers, who have signed Annual MOU quantity and have fulfilled the MOU requirements on the date of making the request, can have overriding priority over & above the priority mentioned at sl.no. 4 II(A) in dispatch upto 10% of Monthly MOU Quantity (subject to minimum of 1 truck) from Smelter Plant within the monthly MOU quantity. However, such Tatkal despatch will be limited to 4 Truck loads per customer per day. The request for such Tatkal despatches may be exercised only once in a quarter. However, in case of Exclusive MoU customers, Tatkal despatches shall be permissible three times during each half of the financial year, subject to maximum of twice during one quarter. The total quantity to be dispatched to Exclusive MoU customers under Tatkal scheme from Smelter Plant will be limited to maximum of 8 trucks per day. The customers interested to avail the scheme should contact the respective regional offices and Orissa based customers to Corporate Marketing Dept. The requests coming during a day upto 4 PM will be served in the order of DI seniority subject to availability of material and may continue for subsequent days of despatch until the quantity under Tatkal scheme gets exhausted or the request is withdrawn by the customer.

The customers interested to avail the scheme should send their request in the FORMAT provided along with MOU scheme mentioning the DI details against which they are requesting for TATKAL despatch.

III. MOU CUSTOMER REWARD

(A) Quarterly & Monthly MOU Reward (under Annual & Quarterly MOU Schemes)

On fulfillment of eligibility criteria for quarterly MOU reward & monthly MOU reward, graded MOU reward at the rate applicable on the signed quantity shall be paid for the actual quantity lifted by the customer as per % indicated under column 6 and 5 of sl.no. 4(III)-C below multiplied by the weighted average Price (Price as defined at sl.no. 6) in favour of respective customer during the quarter and month respectively.

(B) Annual Rewards

For Customers Signing Annual MOU: An annual MOU customer (who has signed the MOU quantity for the whole year), on fulfilling the qualifying criteria as per sl.no. 4[I](A) shall be paid Annual Reward at the rate applicable on the signed quantity for the actual quantity lifted as per % indicated under column 7 of sl.no. 4(III)-C below, multiplied by the weighted average Price (Price as defined at sl.no. 6) in favour of respective customers during the year.

(C) Graded MOU Reward

Graded MOU Reward Percentage will be calculated as per table given below.

S1.	Monthly	Quarterly	Annual	Monthly	Quarterly	Annual	Total
No.	MOU	MOU qty	MOU qty	MOU	MOU	MOU	MOU
	qty	1.5	10	reward	reward in	reward	reward
	•			in %	%	in %	in %
				[35%]	[45%]	[20%]	[100%]
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)
(i)	≥ 8 < 30	≥ 24< 90	≥ 96 < 360	0.88	1.12	0.50	2.50
(ii)	≥30< 50	<u>></u> 90 <	≥ 360< 600				
		150		0.91	1.17	0.52	2.60
(iii)	≥50 <	<u>≥</u> 150 <	≥600 < 1200				
	100	300		0.94	1.22	0.54	2.70
(iv)	≥100 <	≥300 <	≥1200 <				
	200	600	2400	0.97	1.27	0.56	2.80
(v)	≥ 200 <	≥ 600 <	≥ 2400 <				
	334	1000	4000	1.00	1.32	0.58	2.90
(vi)	≥334 <	≥1000 <	≥4000 <				
	500	1500	6000	1.06	1.36	0.60	3.02
(vii)	≥ 500 <	≥ 1500 <	≥ 6000 <				
	667	2000	8000	1.13	1.45	0.64	3.22
(viii)	<u>≥</u> 667 <	≥2000 <	≥8000 <				
	1000	3000	12000	1.20	1.54	0.68	3.42
(ix)	≥ 1000 <	≥ 3000 <	≥ 12000<				
	1500	4500	18000	1.27	1.63	0.72	3.62
(x)	≥ 1500 <	≥ 4500 <	≥ 18000<				
	2000	6000	24000	1.32	1.70	0.76	3.78
(xi)	≥ 2000 <	≥ 6000 <	≥ 24000<				
	3000	9000	36000	1.39	1.79	0.80	3.98
(xii)	≥ 3000	≥ 9000	≥ 36000	1.42	1.84	0.82	4.08

(D) Loyalty Reward

The customers who have signed annual MOU for 2018-19 and have qualified for Annual MOU reward in last 1, 2 or 3 preceding years shall be eligible for lump sum loyalty reward on the total quantity lifted during the year as mentioned below:

i)	Last one year (2018-19)	`50/- pmt
ii)	Last two years (2018-19 & 2017-18)	`100/- pmt
iii)	Last three years (2018-19, 2017-18 & 2016-17)	`150/- pmt

However, annual MOU customers with originally signed MOU qty \geq 1200 MT will be eligible for the above loyalty reward provided they fulfill the eligibility criteria for monthly MOU reward at least 5 times in each half of the financial year (2018-19).

(E) Payment of Rewards

The graded MOU reward for the month, for the quarter and Annual Reward for the year shall be paid preferably within 15 days but not more than a month, from the expiry of respective month, quarter and year by way of credit note. However, actual payment will be released only after completion of statutory obligations by the customer, if any.

5. SUSPENSION OF BUSINESS RELATIONSHIP / BLACKLISTING

In case any customer(s) indulge in threatening / intimidation / making false allegations / canvassing / connivance against or with company officials, the business relationship of Nalco with the said customer(s) will immediately be suspended pending inquiry. In case in the inquiry, the above acts are established, the said customer(s) will be blacklisted.

6. REVISION IN SIGNED MOU QUANTITY

(A) INCREASE IN MOU QUANTITY

There may be some MOU customers for 2018-19 who wish to increase their signed MOU Quantity (except MOU for any one quarter) during the financial year depending on their requirement. Such MOU customers shall be permitted to exercise their option after three (3) month (1st revision), after six (6) month (2nd revision) and after nine (9) month (3rd revision) subject to the following:

(i) Increase in signed MOU quantity may be allowed without any ceiling subject to availability of metal.

- (ii) The customers signing MOU for any one quarter under Quarterly MOU Scheme shall not be eligible for revision of MOU.
- (iii) Such request for revision in signed MOU quantity should be received by NALCO as per schedule given below:

Revision	Last date of receiving	Revision, if agreed, applicable from
	request	
1 st	20 th June 2018	1 st July 2018
2 nd	20 th September 2018	1 st October 2018
3 rd	20 th December 2018	1 st January 2019

- (iv) The quarterly and corresponding monthly MOU Quantities shall be revised as given at Sl.No. (v), (vi) & (vii) below and the quarterly MOU quantity of the balance quarters shall be equal i.e. there shall be no differential quarterly quantity for the balance quarters.
- (v) The quarterly and corresponding monthly MOU Quantity after 1st revision of FY 2018-19 shall be revised as follows:
 - a) Revised quarterly MOU Quantity =

 [Revised total signed MOU quantity Original signed MOU Qty for 1st qtr of MOU period]

 No.of remaining quarter of signed MOU period
 - b) Revised Monthly MOU Quantity = Revised quarterly MOU Quantity [as per (a) above]
- (vi) The quarterly and corresponding monthly MOU Quantity after 2nd revision of FY 2018-19 shall be revised as follows:
- a) Revised quarterly MOU Quantity = [Revised total signed MOU quantity – Revised/ Original signed MOU Qty for 1st & 2nd qtr of MOU period]

 No. of remaining quarter of signed MOU period
 - b) Revised Monthly MOU Quantity =

 <u>Revised quarterly MOU Quantity [as per (a) above]</u>
 - (vii) The quarterly and corresponding monthly MOU Quantity after 3rd revision of FY 2018-19 shall be revised as follows:
- a) Revised quarterly MOU Quantity =

 [Revised total signed MOU quantity Revised/Original signed MOU Qty for 1^{st,} 2^{nd & 3rd qtr of MOU period}]

 No. of remaining quarter of signed MOU period
 - b) Revised Monthly MOU Quantity =

 <u>Revised quarterly MOU Quantity [as per (a) above]</u>

(B) REDUCTION IN MOU QUANTITY

(i) One time mid-year reduction of MOU quantity will be applicable only for annual MOU customers who have signed their Annual MOU quantity for the Period 01.04.2018 to 31.03.2019.

The reduced Annual MOU quantity, if any, should not be less than 90% of the original Annual Signed MOU quantity and should be equal to or more than 96 MT.

- (ii) The quarterly and corresponding monthly MOU Quantity for 2nd half of FY 2018-19 (i.e. from October 2018 to March 2019) shall be revised as follows:
- (a) Revised quarterly MOU Quantity = [Revised total signed MOU quantity Original signed MOU Qty for 1st & 2nd quarter]
- (b) Revised Monthly MOU Quantity =

 <u>Revised quarterly MOU Quantity [as per (a) above]</u>
- (C) On revision of signed MOU Quantity (including MOU customers signing differential quarterly quantities within the range of 20% to 30% of signed MOU quantity), the benefits associated with annual, quarterly & monthly MOU Quantity will be with reference to the rate applicable to originally signed annual, quarterly & monthly MOU quantity for corresponding quarter. After revision of quantity, if any, the rate applicable to revised annual, quarterly & monthly MOU quantity for remaining period as per column 7, 6 & 5 respectively of Graded MOU Reward table.
- 7. Price for the purpose of calculating the MOU Reward would be the Basic price ex-Smelter Plant, Angul less all on–invoice discounts, ruling on the date of dispatch.
- **8.** All discounts & other terms as applicable to the general category of customers would also be applicable to MOU customers.
- **9.** The price and the terms and conditions for supply shall be as per the Company's policy declared from time to time by NALCO.
- **10.** All MOU rewards with respect to any particular quarter and Annual MOU reward shall be released to any MOU customer only after completion of statutory obligations by the customer, if any, during the respective quarter.
- 11. The MOU qualifying customers are free to lift material for their various units having same name with distinct legal entity but located at different locations under different customer codes as Corporate Sector. However, during operation of MOU scheme, some

Memorandum of Understanding FY 2018-19

of these MOU customers (Corporate Sectors) may place orders from different units having same name which are not included in the MOU list at the time of signing of MOU. For such MOU customers (Corporate Sectors), new additional customer codes may be incorporated in the original MOU list in addition to the existing ones without changing the total MOU quantity for such MOU customers (Corporate Sectors), subject to their fulfilling required conditions and upon approval of Competent Authority of NALCO. However customers with different legal entity under the same group or management will not be considered for the purpose.

12. Notwithstanding anything contained in the MoU, management may formulate separate scheme(s) for sale of the product in the best interest of the Company depending on market condition.

DISCLAIMER:

This is a reward scheme for loyalty and consistency, benefit of which would accrue based on successful performance as stipulated in the scheme. However, material would be supplied subject to availability. Nalco reserves the right to review the terms of conditions of MOU, if required.

This memorandum of understanding has been entered into on the aforementioned date by the authorized representatives of both parties.

1st Part	2 nd Part
For	For NATIONAL ALUMINIUM CO. LTD.
By	By
Designation:	Designation: