

## FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS.

- This Familiarisation program for Independent Directors has been adopted by the Board of Directors pursuant to clause 49 of the Listing agreement.
- This program aims to provide insights into the company to enable Independent Directors to understand its business in depth ,their Roles ,Rights & Responsibilities in the Company and contribute significantly to the company.

The New Director is welcomed to the board of Directors by sharing following Documents of the company for his/her reference.

- Memorandum & Articles of Association
- Annual Reports for the last three consecutive years.
- Code of conduct for Directors and senior management personnel.
- Note on Directors Roles and Responsibilities
- Publicity material/catalogue of the company that explains the range of products offered by the company
- Organisational Chart of the company and profile of all Directors with their contact details
- Policies of the company on various business aspects and practices.

## FAMILIARISATION PROCESS ON AN ONGOING BASIS

- Executive Directors and senior management personnel may conduct presentation to familiarise the directors with business strategy, operations and financial updates.
- Updates on Statutory compliances
- Specific regulatory updates will also be shared from time to time.
- The directors get an opportunity to visit company's plants and meet plant heads and apprise them of operational and sustainability aspects of the plant.
- At various meeting during the year presentation are made to the board on company's policies, regulatory environment.
- Quarterly presentation on operations made to the board include business performance, market share, working capital requirement, fund flows, major litigation, senior management changes and compliances.

## DISCLOSURE OF THE PROGRAMME

- This programme shall be uploaded on the company's website for public information and a weblink for the same shall be provided in the Annual report of the Company.

# REVIEW OF PROGRAMME

- The Board will review the programme and make necessary revisions as may be required.

***THANK YOU***