Familiarization Programme for Independent Directors

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1. PREAMBLE

In terms of Sub Regulation 7 of Regulation 25 of Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015('hereinafter referred as Listing Regulation') the Company being a listed entity is required to conduct a familiarization programme for the Independent Directors to familiarize them with the Company.

2. PURPOSE AND OBJECTIVE

The purpose and objective of this policy is to provide insights into the Company to enable the Independent Directors to understand their roles, responsibilities in the Company and to understand the Company's business in depth that would facilitate their active participation in managing the Company and get updated on the business and operations of the Company to take well informed and timely decisions.

3. INITIAL FAMILIARIZATION PROGRAMME MODULE

The Company conducts a formal introductory familiarization program/presentation, when a new Independent Director comes on the Board of a Company and participates after his appointment in the first Board meeting.

This Formal programme includes: -

(a) Industrial Overview and business model of the company and an outline of corporate plan and Annual targets.

(b) Operations Overview

(c) Financial performance and working position of the Company.

(d) Familiarization as a Board member including their roles rights and Responsibilities.

(e) The framework in which the company operates and equip him/her to effectively fulfil his role as a Director of the Company. This initial module will be restructured as and when needed.

The above initiatives help the Director to understand the Company, business model, roles and responsibilities and the regulatory functions.

4. OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

a) The Directors get an opportunity to visit the Company's plants, where plant heads appraise them of the operational and sustainability aspects of the plants to enable them to have full understanding of the activities of the Company and initiatives taken on safety, quality, CSR, Sustainability etc.
b) At various Board Meetings during the year, presentations are made to the Board on safety, health and environment and sustainability issue, risk management, company policies, changes in the regulatory environment applicable to the corporate sector and to the industry in which it operates, business excellence under the Business Excellence Model with areas of improvement and other relevant issues.
c) Presentations on operations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management change, major litigation, compliances, subsidiary information, donations, regularly scenario etc.
d) Results/press release of the Company is sent to the Directors.

5. CONTINUAL FAMILIARISATION PROGRAMME MODULES

In order to update the Independent Directors on the business and operations of the Company, the Company shall follow a structured orientation programme on a continuous basis.

6. REVIEW OF THE PROGRAM

The Board will review this Program and make revisions as may be required.

7. Details of familiarisation programme imparted to Independent Directors

S.No.	Name of Independent Director	No. of sessions attended		No. of hours spent in the sessions attended	
		FY 24-25	Cumulative till date	FY 24-25	Cumulative till date
1.	INDRAJEET S KHANNA	1	1	40 mins	40 mins
2.	DEEPAK VERMA	1	1	40 mins	40 mins