

## FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS

### 1. PREAMBLE:

Clause 49 of the Listing Agreement with the Stock Exchanges inter-alia stipulates that the Company shall familiarize the independent directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes.

### 2. FAMILIARISATION PROCESS:

All Independent Directors are given a formal Letter of Appointment containing their roles, rights, responsibilities in the Company. A Company's Profile, Memorandum and Articles of Association, Annual Reports for previous 3 (three) years, are handed over to the new directors. Each director has complete access to any information relating to the Company.

On an on-going basis, the Company, through its Executive Director as well as other Senior Managerial Personnel, as required, conducts presentations/programs to familiarize the Independent Directors with the strategy, operations and functions of the Company.

Independent Directors have the freedom to interact with the Company's management and the senior leadership team of the Company. Apart from this, they also have the freedom to interact independently with the Statutory Auditors, the Internal Auditors and external advisors as may be appointed from time to time. Independent Directors are also free to meet separately without the presence of any management personnel and their meetings are conducted informally to enable the Independent Directors to discuss matters pertaining to the Company's affairs and put forth their combined views to the Board of Directors of the Company.

### 3. DISCLOSURE /AMENDMENT:

This programme/process shall be disclosed on the website of the Company and a web link thereto, shall be provided in the Annual Report of the Company.

The right to amend/modify this programme/process vests with the Board of Directors of the Company.

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