

## **FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS**

[In terms of the SEBI (Listing Obligations & Disclosure Requirements) Regulations, 2015]

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### **A. Background**

- In accordance with Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations & Disclosure Requirements) Regulations, 2015, the Company has a structured various programmes for orientation and training of Directors at the time of their joining so as to enable them to understand the nature of the industry in which the Company operates, business model of the Company and roles, rights and responsibilities of Independent Directors.
- Further, the details of such familiarization programme(s) shall be disclosed on the Company's website and a web link shall also be given in the Annual Report.
- The Company also seeks to update the Directors on a continuing basis on any significant changes so as to place them in a position to take well informed and timely decisions.
- The Independent Directors are afforded every opportunity to familiarize themselves with the Company, its management and its operations so as to gain a clear understanding of their roles and responsibilities so that they can contribute significantly towards the growth of the Company

### **B. Orientation program upon induction of new Directors**

- At the time of their appointment, new Directors are provided with a copy of the Company's Annual Report, the Code of Conduct for Non-Executive Directors, the Code of Conduct for Prevention of Insider Trading and Code of Corporate Disclosure Practices and the schedule of Board and Committee meetings during that financial year.
- Independent Directors are also issued an appointment letter detailing their role, duties and responsibilities, remuneration and performance evaluation process. The terms of the said letter are also uploaded on the Company's website.
- Management organizes sessions with new Directors wherein the CEO & Managing Director, the Chief Financial Officer and other senior leaders make presentations to familiarize the new Director with the Company's organization structure, business model, operations, services, markets, finance, human resources, technology, risk management, sustainability, regulatory environment, challenges and strategy.
- The new Director is also encouraged to visit the various plant locations to familiarize himself with their operational, safety and sustainability aspects.

### **C. Ongoing familiarization**

- All efforts are made to provide insights into the Company and the business environment to enable Directors to be updated on new challenges, risks and opportunities relevant to the Company and to lend perspective to the strategic direction of the Company. This includes periodic interactive sessions organized by the Company for Board members with external domain experts.

- At various Board meetings during the year, presentations are made to the Directors on safety, health and environment issues, CSR and sustainability related matters, accounting policies and changes therein, changes in the regulatory scenario and global trends, Internal Audit, Risk related and investor related issues and outcome of the Business Excellence Model assessment, as applicable.
- Quarterly presentations are made to the Board providing business and performance updates including information on risks and mitigation measures, market share, financial arrangements, working capital management, fund flows, material litigations, performance of subsidiaries, joint ventures and associates etc.
- One-to-one meetings are held with Directors to apprise them of complex issues to enable them to understand the same in depth.

**D. Review Of The Program**

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

**E. Summary of Familiarization program of Independent Directors**

Total number of familiarization programmes attended and hours spent during the financial year 2024-25	Approx. 4 hours, one program (including specific items at Board meetings)
Cumulative number of programs / hours spent on familiarization till date (from 1 <sup>st</sup> April 2015)	Approx. 26 hours cumulative 10 programs