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***FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS***

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***1. Background***

In terms of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("the Listing Regulations") the Company is required to familiarise its Independent Directors through various programmes about the Company, including the nature of the industry in which the company operates; business model of the company; roles, rights, responsibilities of independent directors; and any other relevant information.

Further, Regulation 46(2) of the Listing Regulations requires the Company to disseminate on its website the details of familiarisation programmes imparted to independent directors including the details of number of programmes attended by independent directors (during the year and on a cumulative basis till date), number of hours spent by independent directors in such programmes (during the year and on cumulative basis till date), and other relevant details

***2. Scope***

The objective of this Policy is to enable Independent Directors to gain a clear understanding of the Company's operations, business environment, regulatory framework, and governance practices, thereby facilitating their effective participation in the decision-making process and in safeguarding the interests of the Company and its stakeholders.

***3. Initiatives for Induction on joining the Board of the Company***

Upon appointment to the Board, each Independent Director shall be provided with an induction kit comprising, inter alia, the following documents and information for reference and familiarisation:

- Formal letter of appointment as Director of the Company.
- Memorandum and Articles of Association of the Company.
- Annual Reports of last three consecutive years.

- Criteria of Independence applicable to Independent Directors as per Regulation 16 of the Listing Regulations and Section 149 of the Act.
- Code of Conduct for Board of Directors and Senior Management.
- Code of Code of Conduct for Prohibition of Insider Trading.
- Note on Directors' roles, functions, duties, responsibilities and liabilities under the Act and the Listing Regulations.
- Policy Handbook of the Company comprising of policies on various business aspects and practices.
- Organizational Chart of the Company and the profile of all the Directors and the Senior Managerial Personnel of the Company.
- List of Contact details of the Directors and Senior Managerial Personnel.
- Publicity material of the Company that explains the range of products offered by the Company to its clients.
- Board evaluation process and procedures

#### ***4. Familiarization and Continuing Education Process***

The Company shall, through its Executive Director(s) and/or Key Managerial Personnel, periodically conduct familiarisation programmes or presentations to apprise the Independent Directors of the Company's strategy, operations, and functional areas.

Such programmes or presentations shall provide an opportunity for Independent Directors to interact with the Senior Management and to gain insights into, inter alia, the following:

- Company's vision, strategy, and business model;
- Operational structure and key business processes;
- Product offerings, markets, and competitive environment;
- Financial performance, capital structure, and risk management framework;
- Human resources, quality systems, and internal control mechanisms; and
- Regulatory and compliance environment applicable to the Company.

The programmes shall also familiarise Independent Directors with their roles, rights, responsibilities, and obligations under applicable laws and regulations.

In case of appointment of a new Independent Director, meetings shall be arranged with the Whole-time Director and the Chief Financial Officer, as considered appropriate, to provide an overview of the Company's business operations and the functioning of the Board.

Non-Executive Directors, other than Independent Directors, may also attend the familiarisation programmes, as deemed appropriate.

## 5. Other Initiatives to Update the Directors on Continuing Basis

In order to keep the Directors updated on a continuous basis, the following initiatives may be undertaken:

- Periodic presentations at Board meetings on key areas such as risk management, internal controls, business performance, strategic initiatives, changes in policies, and amendments in applicable laws and regulations.
- Quarterly presentations covering operational and financial performance, market developments, working capital management, fund flows, major litigations, regulatory updates, and senior management changes.
- Circulation of quarterly and annual financial results and other relevant updates to the Directors.

## 6. Details of the Familiarization Program

- **Induction Programme:** Newly appointed Directors are provided with a structured induction covering the Company's operations, organizational structure, financial performance, key policies, and risk management framework.
- **Regular Updates:** Directors receive periodic updates on the Company's business performance, industry trends, regulatory developments, and key strategic initiatives through Board presentations, management briefs, and discussion sessions.
- **Site Visits:** Independent Directors are encouraged to visit operational sites to gain first-hand insight into the Company's processes and day-to-day functioning.
- **Training Sessions:** Periodic sessions are conducted to keep Directors informed on legal, regulatory, and governance-related developments, enhancing their ability to make informed decisions.
- **Access to Key Management:** Directors have unrestricted access to senior management for discussions on strategic, operational, and compliance-related matters.

S. No	Name of Independent Director	No. of Programmes Attended during FY 2025-26	No. of Hours Spent during FY 2025-26	Cumulative Programmes Attended (since appointment)	Cumulative Hours Spent (since appointment)
1	Mr. Harshit Hasmukh-bhai Vadecha	2	4	18	36
2	Mr. Pravin Manilal Parekh	2	4	14	28
3	Mr. Umeshbhai Rasiklal Gor	2	4	9	18

## ***7. Disclosure***

The details of such familiarisation programme shall be disclosed on the Company's website and a weblink thereto shall be given in the Annual Report.