

## **FAMILIARIZATION PROGRAMME**

*(Disclosure under Regulation 25 & 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015)*

### **Introduction**

Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**Listing Regulations**”) mandates the Company to familiarize the Independent Directors with the Company. The Company familiarizes 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 by way of presentations/ interaction in terms of the Familiarization Programme (“**Programme**” or “**Policy**”) for Independent Directors of the Company.

### **Aim of the Programmes**

The objective of the Programme is to equip Independent Directors with a comprehensive understanding of the Company, its operations, business, industry, and operating environment, as well as the applicable regulatory framework, thereby enabling their effective and informed participation in Board and Committee meetings.

### **Familiarization Process**

As on March 31, 2026, the Company had three Independent Directors:

1. Mr. Sandeep Garg
2. Mr. Vikas Modi
3. Ms. Kanchan Vohra

The members of the Board of Directors have complete access to information within the Company. The Company from time to time updates the Board Members about their roles and responsibilities in the following manner:

1. At the time of induction, every newly appointed Director, including an Independent Director, is provided with a comprehensive orientation through interactions with the Company’s officials, including the Chairman & Managing Director, Chief Financial Officer, and the Company Secretary. These discussions are aimed at familiarizing the Director with the Company’s business model, operations, management structure, and other key aspects. The Director is also briefed on ongoing matters and deliberations of the Board to enable effective and meaningful participation in Board meetings.
2. At the time of joining, an appointment letter is issued to Independent Directors outlining their statutory duties, roles, and responsibilities. They are also briefed on key Company policies, including the Directors’ and Officers’ Liability Insurance policy, the Code of Conduct for the Board of Directors and Senior Management, and the Code of Conduct for Insider Trading.

3. The Company regularly updates its Directors on operational matters and key developments that may impact its performance and human resources through presentations made at Board meetings. These presentations, inter alia, cover industry insights, the Company's performance, product updates, business plans and strategies, budgets, risk management framework and mitigation measures, investment and capital expenditure plans, expansion initiatives, Corporate Social Responsibility activities, investor grievances, and the performance of subsidiaries, along with any other relevant information as may be required.
4. The Directors are also kept informed of significant regulatory changes and other developments. Further, Business and Functional Heads, along with other Company executives, are invited to attend Board or Committee meetings, as necessary, to facilitate direct interaction with the Directors and provide deeper insights into the Company's business and operations.

**Familiarization programs imparted to Independent Directors during the Financial year 2025-26**

The Company conducted various familiarisation programmes for its Independent Directors including but not limited to the presentation/ discussions/ interactions as part of the Board/ Committees' Meetings held during the Financial Year 2025-26 as detailed below:

1. Company's operations and Strategy;
2. Business Overview;
3. CSR strategy framework;
4. Statutory Compliance;
5. Regulatory updates at Board and Audit Committee Meetings;
6. Expansion Plan(s); and
7. Investor Grievances, etc.

Name of Director	Numbers of Programmes attended		Number of hours spent	
	During the Financial year 2025-26	On a cumulative basis	During the Financial year 2025-26	On a cumulative basis
Mr. Sandeep Garg	7	7	3 hrs. 40 min.	3 hrs. 40 min.
Ms. Kanchan Vohra	8	8	4 hrs.	4 hrs.
Mr. Vikas Modi	8	8	4 hrs.	4 hrs.