



## **FAMILIARISATION PROGRAMMES FOR INDEPENDENT DIRECTORS**

The Familiarization Program (“the Program”) for Independent Directors of Alankit Limited (“the Company”) has been adopted by the Board of Directors pursuant to Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended which inter-alia, stipulates that the Company shall familiarize the independent directors with the nature of the industry in which the Company operates, business model of the Company, their roles, rights, responsibilities in the Company, etc, through various programmes.

### **1. PURPOSE**

The program formulated with the objective of making the Independent Directors of the Company accustomed to their roles and responsibilities is divided into various modules with emphasis on :

- Roles, Rights and Responsibilities - Board dynamics & functions;
- Strategy, Operations and functions of the Company;
- Various statutory controls applicable to the industry;
- Compliance management
- any other relevant information

The Policy provides the basic insights into the Company to enable the Independent Directors to understand the Company’s business in depth that would facilitate their active participation in managing the affairs of the Company.

### **2. OVERVIEW OF THE FAMILIARISATION PROCESS**

The Company to conduct meetings at such periodic intervals as may deem necessary to familiarize the Independent Directors with strategy, operations, policies, procedures and functions of the Company. These meetings will provide an opportunity to the Independent Directors to interact with Executive Directors/ Senior Managerial Personnel of the company may conduct programs/ presentations in order to help them understand the organisation structure, business models, opportunities available to the company, Risk management, technology, human resources etc.,

Independent Directors are provided with applicable documents, reports and internal policies to enable them to familiarize with the Company’s procedures and practices. Quarterly presentations are also 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

Each director of the Company has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company’s management. They are



given relevant documents for enabling them to have a good insight of the Company's operations. Further, they meet without the presence of the Company's management to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman of the Board.

**3. DISCLOSURE OF THE POLICY**

This policy shall be uploaded on the Company's website for public information and a web link for the same shall also be provided in the Annual Report of the Company.

**4. REVIEW OF THE PROGRAM**

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

**5. FAMILIARISATION PROGRAMMES IMPARTED BY THE COMPANY TO INDEPENDENT DIRECTORS DURING THE FINANCIAL YEAR 2021-22 ARE DETAILED BELOW:**

- Number of Programmes attended by the Independent Directors during the Financial Year ended 31st March, 2022 (i.e., from 1st April, 2021 up to 31st March, 2022) were 9 and on a cumulative basis from 1<sup>st</sup> April, 2016 up to 31st March, 2022 were 45.
- Number of hours spent by the Independent Directors in such Programmes during the Financial Year ended 31st March, 2022 (i.e., from 1st April, 2021 up to 31st March, 2022) were more than 18 hours and on a cumulative basis from 1<sup>st</sup> April, 2016 upto 31st March, 2022 were 85 man hours.