

SURAJ INDUSTRIES LTD

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FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS

OF

SURAJ INDUSTRIES LTD

1. Purpose

Regulation 25 and 46 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, mandates the Company to familiarize the Independent Directors with the Company, their roles, rights and responsibilities in the Company, nature of industry in which the company operates, business model of the Company, etc. through various programmes.

This Programme of Suraj Industries Ltd (“Company”) aims to provide its Independent Directors, insight into the Company enabling them to understand its business in depth and contribute significantly to the Company. The Familiarization programmes are targeted towards induction of its Independent Directors, outlining their roles, rights and responsibilities in the Company. It also provides information on nature of the industry in which the Company operates and business model of the Company etc.

2. Familiarization Programs

2.1 Induction Programs/Presentations

- a) On Joining the Company’s Board, Independent Directors shall be familiarized with their roles, rights, responsibilities in the Company. They shall be briefed about industry in which company operates, business model, strategies, operations, functions and financial statements of the Company. They shall also be familiarized with the provisions applicable to such company and Company policies applicable to them.
- b) The Company shall, through its directors, Company Secretary and other Senior Management Personnel, conduct programs/presentations at such periodic intervals as may deem necessary, to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- c) The Independent Directors will get the opportunity to visit various Company’s Plants, to enable them to have full understanding of manufacturing operations & Process of various Plants of the Company and the Industry in which it operates.
- d) Such programmes will provide an opportunity to the Independent Directors to interact with the senior leadership team of the Company and help them to understand the Company’s strategy, business model, operations, service and product offerings, markets, organization



structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

- e) Such programmes will be conducted for new and continuing Independent Directors of the company.

2.2 Regular Updates

Independent Directors shall be provided with updates during various Board/Committee, meetings on:

- Macro-economic environment, Industry developments and regulatory updates as may be necessary.
- Business overview, operations, financial statement and other material updates.
- Updated on statutory compliance for Board members including their roles, rights & responsibilities.

To ensure that Independent Directors remain updated on Company's affairs, and the Industry in which Company operates, further the Independent Directors of the Company shall be informed of the important developments in the Company. The Company may also circulate news and articles related to the industry and may provide specific regulatory updates from time to time.

2.3 External training programs

Independent Directors may also be offered options to attend training programs like seminars, conference, workshops etc. conducted by external agencies, relating to the Industry/statutory and regulatory provisions.

3. Revisions/Modifications to this program

Any revisions/modifications to this programme shall be made by the board of Directors from time to time.



DISCLOSURE UNDER REGULATION 25 AND 46 OF SEBI (LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015

DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS OF SURAJ INDUSTRIES LTD (“THE COMPANY”) DURING FY 2018-19:

The Company during the financial year 2018-19 has conducted familiarization programmes for its independent directors which emphasis on:

- Roles, Rights and Responsibilities of the members of Board
- Strategy, operations and functions of the Company

As a process when a new independent director is appointed, a familiarization programme is conducted by the senior management team and also whenever a new member is appointed to a Board Committee, information relevant to the functioning of the Committee and the role and responsibility of Committee members is informed.

The Independent Directors have attended such familiarization programme conducted during the financial year 2018-19, the details of which are mentioned below:

Particulars	During the year 2018-19	Cumulative till date
Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date)	1	5
Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)	2	11

