



## **IMPEX FERRO TECH LIMITED**

### **FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS**

#### **PURPOSE AND OBJECTIVE OF THE PROGRAMMES:**

In terms of Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company should conduct the Familiarization Program for Independent Directors about their roles, rights, responsibilities in the company, nature of the industry in which the company operates, business model of the company, and other relevant information etc., through various initiatives. The purpose is to provide insights into the Company to enable the Independent Directors to understand the Company's business in depth, their role & responsibilities that would facilitate their active participation in managing the Company.

#### **FAMILIARIZATION AND CONTINUING EDUCATION PROCESS:**

- The Company through its Chairman/Executive Director/Key Managerial Personnel conducts programmes/presentations as per requirement to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- Such programmes/presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance quality, facilities and risk management including such other areas as may arise from time to time.
- The programmes/presentations also familiarises the Independent Directors with their roles, rights and responsibilities.
- The new Director is welcomed to the Board of Directors of the Company and provided for his/her references copy of latest Memorandum of Association and Articles of Association of the Company, Annual Reports, Code of Conduct for Directors and Senior Managerial Personnel, note on Directors roles and responsibilities, policy 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.
- The detailed Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, insurance cover, Code of Conduct and obligations on disclosures, is also issued for the acceptance of the Independent Directors.

**OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS:**

- The Directors get an opportunity to visit Company's plants, where plant heads appraise them of the operational and sustainability aspects of the plants to enable them to have full understanding on the activities of the Company and initiatives taken on safety, quality, sustainability etc.
- At various Board meetings during the year, presentations are made to the Board on sustainability issue, risk management, company policies, and changes in the regulatory environment applicable to the corporate sector and to the industry in which it operates business details with areas of improvement and other relevant issue.
- Quarterly presentations on operations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management change, major litigation, compliances, regulatory scenario etc.
- Quarterly results/material informations of the Company are sent to the Directors.

-----