

**FAMILIARISATION PROGRAMMES  
FOR INDEPENDENT DIRECTORS**

## **Keltech Energies Limited – Familiarisation Programmes for Independent Directors**

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#### **Preamble**

Clause 49 of the Listing Agreement with the Stock Exchanges inter-alia stipulates that the Company shall familiarize 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.

#### **Overview of the Familiarisation process**

All Independent Directors are aware of the company's policies, procedures and its operations and further they have updated their roles, rights, responsibilities, in the Company. Upon appointment, the new Directors have been provided with the required information about the Company, Memorandum and Articles of Association, Annual Reports for previous 3 years. The appointment letter issued to Independent Directors inter alia sets out the expectation of the Board from the appointed directors, their fiduciary duties and responsibilities.

Independent Directors have also provided with necessary documents/brochures, reports and internal policies to enable them to familiarize with the Company's procedures and practices.

Periodic presentations were made at the Board and Board Committee Meetings, on the business and performance updates of the Company, global business environment, business strategy and risks involved. Detailed presentations on the duties and responsibilities of Independent Directors and the Company's business segments were made at the meetings of the Independent Directors held during the year.

All Directors of the Company have a complete access to the information relating to the Company. Independent Directors have a freedom to interact with the Company's management. They have been provided with all the documents as sought by them for better understanding of the Company, its various operations and the industry segments. Further, they met without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and to put forth their views to the Chairman.

Site visits to various plants locations were organized for the Directors to enable them to understand the operations of the Company.