



DETAILS OF FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS CONDUCTED DURING THE FINANCIAL YEAR 2022-23

Legal Framework

Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosures Requirements) Regulations, 2015 ("the Listing Regulations") requires a Company to familiarise its Independent Directors through various programmes about the Company, including the following:

- (a) Nature of the industry in which the company operates;
- (b) Business model of the company;
- (c) Roles, rights, responsibilities of independent directors; and
- (d) Any other relevant information.

Further, Regulation 46(2) of the Listing Regulations requires a Company to disseminate on its website the details of familiarisation programmes imparted to Independent Directors including the following details:-

- (i) Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date),
- (ii) Number of hours spent by Independent Directors in such programmes (during the year and on a cumulative basis till date), and
- (iii) Other relevant details.

Familiarisation Programme

Aarvi Encon Limited has in place a mechanism to familiarize its Independent Directors about the Company, its services, the industry and business structure of the Company and its subsidiaries and associates. The Company also undertakes various initiatives to update the Independent Directors about the ongoing events and developments relating to the Company, significant changes in regulatory environment and implications on the Industry/ Company. To familiarize the new directors with the business and operations of the Company an Induction kit is shared with them which, *inter-alia*, includes Mission, Vision and Values, Group Business Structure, Brief profile of the Board of Directors, Composition of Committees of the Board, Brief profile of Senior Management Personnel, Investor Presentation, Latest Annual Report, Latest Shareholding Pattern, Codes and Policies adopted by the Company. Furthermore, the role, rights, responsibilities, duties and liabilities of the Independent Directors are embodied in detail in their Appointment Letter.

Familiarisation Programme was held on January 23, 2023 which were part of the Committee/Board meeting scheduled for the FY 2022-23 and was attended by the Directors of the Company including the Independent Directors of the Company for a cumulative duration of 2 hour. During the said Programme, a presentation was given by the Company Secretary and some of the key topics covered were as follows:

- To make aware about the Business Model of the Company;
- Updating Independent Directors of the Company about scale and details of its business;
- Profile of all the Directors and the Key Managerial Personnel of the Company;



- Awareness on Rights and Responsibilities of Independent Directors;
- Boardroom Dynamics;
- Constitution & Charter of each Committees constituted by the Board;
- Financial Performance of the Company for the immediately preceding 3 Financial Years.

Summary of Familiarization Programmes imparted to Independent Directors in Financial Year 2022-23:

Name of the Independent Directors	Number of programmes attended during FY 22-23	Number of programmes attended (on cumulative basis till 31 st March, 2023)	Number of hours spent during the FY 22-23	Number of hours spent (on cumulative basis till 31 st March, 2023)
1. Mr. Devendra Shrimanker	1	1	2	2
2. Dr. Padma Devarajan	1	1	2	2
3. Mrs. Sonal Nitin Doshi	1	1	2	2
4. Mr. Sharad S. Sanghi	1	1	2	2
5. Mr. Ramachandran Ramamoorthy	1	1	2	2
