

# **Familiarization Programme for Independent Directors of Indag Rubber Limited**

## **Purpose**

This Familiarization Programme for Independent Directors has been adopted pursuant to Clause 49 of the Listing Agreement.

## **Objective**

The Program aims to provide insights into the Company to enable the Independent Directors to be in a position to take well-informed timely decisions and contribute significantly to the Company.

The Independent Directors of the Company are given every opportunity to familiarize themselves with the Company, its management and its operations so as to understand the Company, its operations, business, industry and environment in which it functions.

## **Familiarisation and Orientation Process**

- A familiarization pack shall be handed over to the inductee which includes interalia, copy of latest Annual Report, Memorandum and Articles of Association, the Company's Corporate Profile, Organizational structure, Details of products of the Company, Details of other Directors on Board, Code of Conduct for Directors, Code of Conduct on Prohibition of Insider Trading, Vigil Mechanism Policy, and other Policies approved by the Board; and mandates of various Committees of which the Director is inducted on;
- The Company shall conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board;
- The Company shall through its Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- The Independent Directors are made aware of their roles, rights and responsibilities at the time of their appointment / re-appointment through a formal letter of appointment which also stipulates the various terms and conditions of their engagement;
- The Company provides the Directors with a visit to manufacturing facility from time to time;
- On an on-going basis, the Company gives detailed agenda papers for each meeting of the Board and Committee thereof, so as to familiarize Independent Directors with the strategy, operations and functions of Company.

## **Disclosure**

This familiarization program 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