



# Ddev Plastiks Industries Limited

CIN: L24290WB2020PLC241791

Registered Office: 2B, Pretoria Street, Kolkata- 700 071

## FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

### **REGULATORY FRAMEWORK**

In terms of Clause 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, 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.

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

The familiarization programmes are aimed to provide insights into the Company to enable the Independent Directors to understand the Company's business in depth, including but not limited to nature of industry in which the company operates, business model that would facilitate their active participation in managing the Company and to familiarize them with their roles, responsibilities in the company, the nature

### **OVERVIEW OF THE FAMILIARIZATION PROCESS**

All Independent Directors are aware and further updated about their roles, rights, responsibilities in the Company. A Directors' kit containing information about the Company, Memorandum and Articles of Association, Annual Reports for previous 3 years, brief profile of the Company etc is handed over to the new director. The appointment letter issued to Independent Directors inter alia sets out the expectation of the Board from the appointed director, their fiduciary duties and the accompanying liabilities that come with the appointment as a director of the Company. To facilitate independent directors in the performance of their duties and responsibilities, new directors are provided with information on key personnel and senior management/ departmental heads and further provided personal orientation by senior management.

Independent Directors are provided with necessary documents/brochures, reports and copy of policies of the Company to enable them to familiarize with the Company's procedures and practices.

Periodic presentations are made at the Board and Committee Meetings, on 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 are made at the separate meetings of the Independent Directors held during the year.

Quarterly updates on relevant statutory changes and landmark judicial pronouncements

encompassing important laws are regularly circulated to the Directors.

Each director of the Company has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company's management. They are given all the documents sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part. Further, they meet without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman and Managing Director.

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

**Details of Familiarization Programmes of the Independent Directors pursuant to Regulation 46(2)(i) and Regulation 62(1A)(i) of SEBI (Listing Obligation Disclosure Requirement) Regulation, 2015, in respect to each Independent Directors as at the end of applicable Financial Year be stated on the website periodically in the below mentioned format:**

<b>Particulars</b>	<b>During the financial year</b>	<b>Cumulative till date</b>
<b>Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date)</b>		
<b>Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)</b>		