

# **PAVNA INDUSTRIES LIMITED**

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## **FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS**

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## **1. Preamble**

In terms of clause 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the company shall familiarize the independent directors of their roles, rights and responsibilities, nature of industry, business model etc. through various programmes of the company.

## **2. Purpose**

The familiarization programme is aimed to familiarize the independent directors with the company by imparting suitable training sessions.

## **3. Overview of Familiarization Process**

- The newly appointed director(s) shall be provided with copy of all applicable codes and policies formulated and adopted by the company.
- Independent director(s) are also taken through the detailed business strategy for various products of the company.
- Detailed briefing about the roles and responsibilities of independent director(s) shall also be provided the new director.

Apart from independent directors, non-executive directors are also eligible to attend the familiarization programmes.

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## DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS OF PAVNA INDUSTRIES LIMITED ("THE COMPANY") DURING FY 2023-24:

The Company has an orientation process/familiarization programme for its independent directors with emphasis on:

- Roles, Rights and Responsibilities - Board dynamics & functions
- Strategy, Operations and functions of the Company

As a process when a new independent director is appointed, a familiarization programme is conducted by the senior management team and also whenever a new member is appointed to a Board Committee, information relevant to the functioning of the Committee and the role and responsibility of Committee members is informed.

The Independent Directors have attended such orientation process/familiarization programme. The Board and Committee meetings of the Company are held at least on a quarterly basis and members of the Board meet key functional/business heads separately to get themselves more familiarized with the business/operations and challenges faced by the industry on an ongoing basis.

Details of Familiarization Programmes imparted to Independent Directors Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date)	Two programmes i) 24.04.2023 ii) 29.09.2023
Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)	Approx. eight hours during the year Cumulative time approx. eight hours
Purpose of Programme	1) Induction to Group policy on governance