

# **Caprolactam Chemicals Limited**

## **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF CAPROLACTAM CHEMICALS LIMITED**

This Familiarization Program (“ the Program”) for Independent Directors of Caprolactam Chemicals Limited (“the Company”) has been adopted by the Board of Directors pursuant to Clause 49 of the Listing Agreement.

### **1. Purpose**

The Program aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

### **2. Familiarization Process**

The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;

Such programs / presentations will provide an opportunity to the Independent Directors to interact with the senior leadership team of the Company and help them to understand the Company’s strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time;

The programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;

The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time; and

The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

### **3. Disclosure of the Policy**

This Policy 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.

### **4. Review of the Program**

The Board will review this Program and make revisions as may be required.

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## DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS DURING FY 2024-25:

The Company has an orientation process/familiarization programme for its independent directors with emphasis on to enable the Independent Directors to understand its business in depth and contribute significantly to the Company and to familiarize the Independent Directors with their roles, rights and responsibilities;

As a process when a new independent director is appointed, Executive 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 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) 25.07.2024 ii) 19.11.2024 iii) 12.03.2025
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. 16 hours
Purpose of Programme	1) Business Strategy & Risk Management 2) ESG Initiatives 3) Industry Trends and Regulatory Updates (SEBI/Companies Act)