



# Rungta Greentech Limited

## Familiarisation Programme For Independent Directors

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The Familiarization Program (“the Program”) for Independent Directors of **RUNGTA GREENTECH LIMITED** (“the Company”) has been adopted by the Board of Directors pursuant to Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 as amended.

**Preamble:**

In view of the provisions of Schedule IV to the Companies Act, 2013, read with Clause 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall familiarise 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.

In addition to the above, the Independent Directors should undergo appropriate induction and regularly update to refresh their skills, knowledge and familiarity with the Company, its business and its model.

The Policy provides basic insights into the Company to enable the Independent Directors to understand the Company’s business in depth, which would facilitate their active participation in managing the affairs of the Company.

**Overview of Familiarization Programmes:**

The Company follows the below-mentioned practices

- All Independent directors are made aware of the Company’s business and operations, governing documents, information on key personnel, and financial information.
- Independent directors are also taken through detailed business strategy for various businesses during the independent director’s meetings which are held once during every financial year.
- The Independent Directors are made aware of their role, responsibilities, and liabilities at the time of their appointment through a formal letter of appointment, which also stipulates their roles and responsibilities and various terms and conditions of their appointment.
- Regular updates on relevant statutory and regulatory changes are circulated to the Independent Directors.

### **Familiarization and Continuing Education Process**

- The Company conducts programmes/presentations periodically to familiarise the Independent Directors with the strategy, operations and functions.
- Such programmes /presentations provide an opportunity for the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organisation structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.
- When a new Independent Director comes on the Board of the Company, a meeting will be arranged to discuss the functioning of the Board and the nature of the operation of the Company's business Activities.

### **Other Initiatives to Update the Directors on a Continuing Basis**

- At various Board meetings during the year, presentations were made to the Board on safety, health, environment and sustainability issues, risk management, Company policies, changes in the regulatory environment applicable to the corporate sector and to the industry in which it operates business excellence with areas of improvement and other relevant issues.
- Quarterly presentations on operations made to the Board and Audit Committee include information on business performance, operations, market share, financial parameters, working capital management, fund flows, major litigation, compliances, subsidiary information, regulatory scenarios, etc.

### **Disclosure**

Mrs. Ruchira Jalan, Mr. Chandan Sengupta and Mr. Prashant Prabhat Chakravorty were appointed as Independent Directors of the Company w.e.f. November 22, 2023.

### **Disclosure of the Policy**

This policy shall be uploaded on the Company's website for public information.

### **Review of the Programme**

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