



**TRANSCHEM
LIMITED**

TRANSCHEM LIMITED

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

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FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

1. PURPOSE AND OBJECTIVE OF THE PROGRAMMES:

The program formulated with the objective of making the Independent Directors of the Company accustomed to their roles and responsibilities is divided into various modules with emphasis on:

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

The Program has been designed considering the specific needs of contemporary Corporate Governance and the expected obligations of Independent Directors in view of the onerous responsibility conferred by the Companies Act, 2013 and in terms of Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations") as amended from time to time.

2. FAMILIARIZATION PROCESS:

The Company, through its Executive Director(s)/Key Managerial Personnel(s) conducts programmes/presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.

Such programmes/presentations provide an opportunity to 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, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

The programmes/presentations also familiarises the Independent Directors with their roles, rights and responsibilities.

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

A detailed Appointment Letter incorporating the role, duties, responsibilities and performance evaluation process, is issued for the acceptance of the Independent Directors.

3. OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS:

At various Board meetings during the year, presentations are made to the Board on the company's 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 issue.

Quarterly presentations on operations made to the Board include information on business



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performance, operations, market share, financial parameters, working capital management, fund flows, compliances, regulatory scenario etc.

Further, 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.

4. DISSEMINATION OF POLICY:

This policy shall be hosted on the website of the Company and a web link thereto shall be provided in the annual report of the Company.

5. REVIEW

The familiarization program for the Independent Directors will be reviewed from time to time and revised, as may be required.

6. AMENDMENTS

- a) This Policy is framed based on the provisions of the Applicable Laws.
- b) In case of any subsequent changes in the provisions of the Applicable Laws which makes any of the provisions in the Policy inconsistent with such provision of the Applicable Laws, then such provisions of the Applicable Laws would prevail over the Policy and the provisions in the Policy would be modified in due course to make it consistent with Applicable Laws.



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DETAILS OF FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS DURING FINANCIAL YEAR 2024-25

[Pursuant to Regulations 25(7) and 46 (2) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

The Familiarisation 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. The Company strongly believes that effective familiarisation programme helps the Independent Directors, not only to have greater insight into Company's business but also contributes effectively in decision making at Board / Committee meetings.

All Directors on their appointment are taken through a detailed induction and familiarisation programme when they join the Board of the Company so as to enable them to understand the Company - its operations, business, industry and environment in which it functions. A detailed Appointment Letter incorporating the role, duties, responsibilities and performance evaluation process, is issued for the acceptance of the Independent Directors.

In order for the Directors to exercise their judgement and discharge their duties with sufficient knowledge, the Directors are updated with changes in laws, regulations, relevant judicial or regulatory orders, and compliance requirements during the Board meetings.

The programme focuses on the strategy for the future and covers all parts of the business and functions, the course corrections, if any, required to be undertaken and gives a good perspective of the future opportunities and challenges.

Details of Familiarisation Programme for Independent Directors for the Financial Year 2024-25:

Particulars	During the Financial Year 2024-25	Cumulative upto March 31 2025
Number of Familiarisation Programmes organized by the Company & attended by the Independent Directors	2	9
Time spent by the Independent Directors on such programmes in the aggregate	>2 hours each	>16 hours each

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