



## **RUDRA GAS ENTERPRISE LIMITED**

**CIN: U40104GJ2015PLC084419**

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## **FAMILIARIZATION PROGRAMMES FOR** **INDEPENDENT DIRECTORS**

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**INTRODUCTION**

Pursuant to the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 i.e. SEBI (LODR) Regulations, 2015 a listed entity is required to familiarise the Independent Directors with the Policies of the Company, its working and its operations and all other relevant details in order to impart necessary information to the Independent Directors so that they can carry out their duties efficiently and in compliance with the rules and regulations as applicable to them.

Pursuant to the above requirement the Board of Directors approved this Familiarization Programmes for Independent Directors of the Company in their meeting held on 04<sup>th</sup> September, 2023.

**OBJECTIVE**

The Objective of Familiarization Programmes for Independent Directors is to familiarize the Independent Directors about the Company, including the following:

- (a) nature of the Industry in which the Company operates;
- (b) business model of the Company;
- (c) roles, rights, responsibilities of Independent Directors and
- (d) any other relevant information.

In compliance with the SEBI (LODR) Regulations, 2015, as amended from time to time, the following measures have been framed for familiarizing the Independent Directors of Rudra Gas Enterprise Limited.

1. On appointment of New Directors, the following documents shall be provided to them, which shall make them understand their fiduciary duties and their roles and responsibilities towards the Company and its Stakeholders:
  - a. Letter of Appointment containing various terms and conditions of their appointment;
  - b. Code of Business Conduct of Rudra Gas Enterprise Limited;
  - c. Latest Annual Report of the Company;
  - d. And all such necessary documents as may be required from time to time as per the applicability of various laws, rules and regulations.
2. Independent Directors must be informed through the Board Meetings the developments taking place in the Company from time to time.
3. The Independent Directors must be informed regarding the rules and regulations affecting their works through Electronic mails or through presentations wherever necessary.

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4. The Company must plan periodical visits of the Independent Directors to the Godowns and Branch Offices of the Company.
5. Meetings of Independent Directors must also be arranged with the Senior Leaders and Senior Managers of the Company which will help them understand the Nature and Market of the Paper Industry, Business Model, Strategies, Products, risks related to the operating market, etc.
6. Independent Directors must have access to all the information of the Company and they should be provided with the contact details or meeting facilities with the respective departments with whom they can interact for any questions or queries.
7. Pursuant to the applicable provisions, a separate meeting of the Independent Directors must be arranged once a year, where the Independent Directors can evaluate the performance of the Company and can report their evaluation to the Board of Directors of the Company.

**REVIEW OF THE POLICY**

The Familiarization Programmes for Independent Directors of the Company may be reviewed by the Board of Directors and necessary amendments may be incorporated therein. Further, all the provisions as mentioned under this familiarization programme shall be subject to any amendments or modifications made in the applicable rules and regulations from time to time.

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