

Everlon Synthetics Ltd.

CIN No. L17297MH1989PLC052747

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FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS OF EVERLON SYNTHETICS LIMITED

Preamble

Regulation 25(7) of the SEBI (LODR) Regulations, 2015 Inter-alia stipulates that the Company shall familiarize 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.

This Familiarization Program for Independent Directors of **EVERLON SYNTHETICS LIMITED** ("the Company") is pursuant to SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

Purpose and Objective

The familiarization programme is structured to assist the Independent Directors to understand the Company and its business so as enable him in effective discharge of his duties.

In view of the provisions of Schedule IV to the Companies Act, 2013 read with the provisions of Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, every listed company is required to familiarize its Independent Directors through various programmes about the listed entity and place the details of the same on its website. These programmes shall including the following:

- a) nature of the industry in which the listed entity operates;
- b) business model of the listed entity;
- c) roles, rights, responsibilities of independent directors; and
- d) any other relevant information.

These Familiarization Programmes are aimed to familiarize the independent directors with the Company, their roles / responsibilities in the Company, nature of industry in which the Company operates and business model of the Company by imparting suitable training sessions. These programmes enable the Independent Directors to understand the Company's business in depth and facilitate their active participation in managing the Company.

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



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Familiarization Process

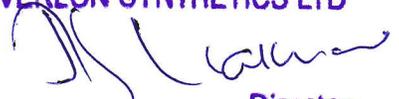
- a) At the time of induction of the newly appointed Independent Director (ID), he/she is apprised adequately about the Company, its latest Financial statements and their analysis, its business model, Industry scenario, competition, significant recent developments and also the Board processes by the Chairman and Managing Director, the Chief Financial Officer, the Company Secretary and the Senior Management. In addition, a 'joining kit' is given to the ID comprising the following documents:
- b) Company values booklet
- c) Latest Annual Report
- d) Memorandum and Articles of Association
- e) Code of Conduct
- f) Code of internal procedures and conduct for regulating, monitoring and reporting of trading by insiders
- g) Code of practices and procedures for fair disclosure of unpublished price sensitive information
- h) Policy on Vigil Mechanism (Whistle Blowing Policy)
- j) Draft Appointment letter (setting out role, rights and responsibilities) – final letter is given after the approval by the Shareholders
- k) Schedule of Meetings
- l) Site visits to various plant locations are organized for the Directors to enable them to understand the operations of the Company

Other Initiatives To Update The Directors On a Continuing Basis:

- 3.1 Periodic information made available at the Board and Board Committee Meetings, on business and performance updates of the Company, global business environment, business strategy and risks involved. Detailed presentations on the duties and responsibilities of Independent Directors and the Company's business segments were made at the separate meetings of the Independent Directors held during the year
- 3.2 Meetings with Company Executives are also arranged to better understand the business and operations of the Company.
- 3.3 Reports on the Company including Analyst Reports of the Company are sent to the Directors.
- 3.4 Important stock exchange announcements and press releases for various news related to the Company are also forwarded to the directors from time-to-time
- 3.5 Factory visits are arranged for independent directors on their request from time-to-time for better understanding of the Company's business.
- 3.6 Each member of the board, including the independent directors, have been given complete access to any information relating to the Company, whenever they so request.



For EVERLON SYNTHETICS LTD


Director