



## **ALLCHEM LIFESCIENCE LIMITED**

### **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS**

| <b>Policy Adoption/Change Effective Date</b> | <b>Board approval Date</b>           | <b>Version of Policy</b> |
|--|--------------------------------------|--------------------------|
| <b>20<sup>th</sup> December 2024</b>         | <b>20<sup>th</sup> December 2024</b> | <b>Original</b>          |

**Corporate Identity Number: U24299GJ2017PLC095094**  
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## FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

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The role of Independent Directors has been of paramount importance to the corporate world, its investors, stakeholders, regulators as these directors are required to uphold ethical standards of integrity and exercise independent judgement to assist in implementing the best corporate governance practices, while fulfilling the strict criteria of being independent of the management and the Company. Hence, it becomes imperative on the part of the Company to adequately familiarize independent directors with the Company, its operations, management, and regulatory framework governing the organization.

**As per Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements) Regulations, 2015, as amended (“SEBI (LODR) Regulations”),** every listed entity shall familiarize the Independent Directors about 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.

**As per Regulation 46(2) of the SEBI (LODR) Regulations,** the listed entity shall disseminate the details of familiarization programmes imparted to Independent Directors under a separate section on its website.

**As per ‘Schedule IV’ of the Companies Act, 2013 i.e., ‘Code for Independent Directors’,** the Independent Directors shall undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the company.

### 1. SCOPE

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In view of the same, this “**Familiarization Program for Independent Directors**” of Allchem Lifescience Limited (“**the Company**”) has been framed to provide insights into the Company and to enable the Independent Directors to understand the Company’s business in depth that would facilitate their active participation in managing the Company as also the regulatory requirements in compliance with Regulation 25(7) of the SEBI (LODR) Regulations and ‘Schedule IV’ of the Companies Act, 2013.

### 2. OBJECTIVES

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Through the Programme, the Company aims to achieve the following objectives:

- (a) Familiarize the Independent Directors with the Company, its business model; nature of the industry in which the Company operates; roles, rights, responsibilities of Independent Directors in the Company.
- (b) To inform them of all the laws, rules, regulations and guidelines applicable to the Company.
- (c) To inform them of all the laws, rules, regulations and guidelines applicable to the Company.
- (d) To generate and obtain valuable and informed decision from the directors on the matters to be brought or discussed at the Board Meetings.

### 3. FAMILIARIZATION PROCESS

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- a. The Company will conduct orientation programmes / presentations / training sessions, periodically at regular intervals, to familiarize the independent directors with the strategy, operations and functions of the Company, the nature of the industry in which the Company operates and business model of the Company.
  - b. Such orientation programmes / presentations / training sessions 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, group structure, operations, service and product offerings, markets,
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organization structure, finance, human resources, technology, quality, facilities, risk management strategy, governance policies, designated channels for flow of information and such other areas as deemed necessary.

- c. The programmes / presentations also familiarize the independent directors with their roles, rights and responsibilities. The Company may include such other details and information, as required, during the introductory familiarization programme / presentation, when a new independent director comes on the board of the Company.
- d. Each independent director has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company's management. They are given all the documents sought by them for enabling a good understanding of the Company, its various operations, and the industry segments of which it is a part. Apart from this, they are also entitled to independent interactions with the Statutory Auditors, the Internal Auditors, and external advisors, if any, appointed from time to time. Presentations/ updation on operations are made to the Board informing about business performance, operations, working capital management, changes in the senior management, compliances, subsidiary information, etc.
- e. Periodical regulatory updates impacting the business which helps the director familiarize himself with the Company, its business, and the regulatory framework in which the Company operates is circulated and discussed.
- f. The independent directors are entitled to have independent interactions with the statutory auditors and the internal auditors appointed from time to time. They meet during board and committee meetings where the independent directors discuss matters pertaining to the Company's affairs and then put forth their combined views to the board of directors of the Company.

#### **4. DISCLOSURE**

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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 Corporate Governance Section in the Annual Report of the Company.

Details of familiarization programmes imparted to Independent Directors, including the following details, shall also be disclosed under a separate section website of the Company:

- (a) Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date);
- (b) Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date); and
- (c) Other relevant details.

#### **5. REVIEW OF THE PROGRAMME**

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The Board may from time to time review the Familiarization Policy and may revise the same as and when required to adopt the best practices in the industry.

