



JOYALUKKAS INDIA LIMITED

POLICY ON FAMILIARIZATION PROGRAMME

[Pursuant to Regulation 25(7) of the Securities and Exchange Board of India

(Listing Obligations and Disclosure Requirements) Regulations 2015]

Policy Number: 07/2021

Policy Owner: JOYALUKKAS INDIA LIMITED

Approved by: Board of Directors

Approved on : October 18, 2021

1. OBJECTIVE:

The Companies Act, 2013, read with the rules thereunder, as amended (the “Companies Act”) read with Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended (“SEBI Listing Regulations”) places increased responsibilities on Independent Directors of the Company. In order to enable the Independent Directors to fulfil their responsibilities efficiently and effectively, a familiarisation program (“Program”) has been put in place by Joyalukkas India Limited (“Joyalukkas” or the “Company”) to assist them understand details about the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc.

2. DETAILS OF FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS:

1. All Independent Directors are aware and further updated about their roles, rights, responsibilities in the Company. A kit containing information about the Company, Memorandum and Articles of Association and Annual Reports for previous 3 years etc., are shared with the new director.
2. The appointment letter issued to Independent Directors inter alia sets out the expectation of the Board from the appointed director, their fiduciary duties and the accompanying liabilities that come with the appointment as a director of the Company.
3. Independent Directors are provided with necessary documents/brochures, reports and internal policies to enable them to familiarize with the Company’s procedures and practices.
4. The Board and Committee meetings of the Company are held on quarterly basis for a day and periodic presentations are made at the meetings on business strategy and performance updates of the Company.
5. Such meetings / presentations 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, 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.

6. The Company may include such other details and information, as required, during the introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

3. REVIEW OF THE PROGRAM:

The Company may periodically review this Program and make suitable revisions, as may be deemed necessary, from time to time.

4. PROGRAMME AND DISCLOSURE:

5.1 The Programme will be conducted “as needed” basis during the year.

5.2 As and when the Programme is conducted the same will be disclosed on the website of the Company and a web link thereto shall also be given in the Annual Report of the Company.
