



# **KALPTARU PAPERS LIMITED**

## **FAMILIARIZATION PROGRAMME**

**FOR**

## **INDEPENDENT DIRECTORS**



FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

KALPTARU PAPERS LIMITED

## PREFECE

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Clause 49(II)(B)(7) of the Listing Agreement with the Stock Exchanges states that:

- a) 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.
- b) The details of such familiarization programmes shall be disclosed on the Company's website and a web link thereto shall also be given in the Annual Report.

## OBJECT

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The Company shall follow a structured orientation and training programme for the Independent Directors to understand and get the updated on the business and operations of the Company on a continuous basis. This programme has been framed for requirement of the revised Clause 49 of Listing Agreement as amended by Circular No. CIR/CFD/POLICY CELL/7/2014 dated September 15, 2014.

## ADMINISTRATION

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- a) The Familiarization programme for Independent Directors will be administrated and monitored by Nomination and Remuneration Committee.
- b) Nomination and Remuneration Committee shall lay down the performance evaluation of Independent Directors and it will be disclosed in the Annual Report of the Company.

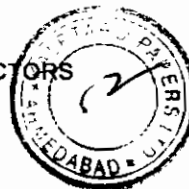
## FAMILARIZATION MODULE

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### Orientation module for Independent Directors:

- a) Financial Performance, Budgeting and Planning,
- b) Overview on Business plans and Annual Budgets,
- c) Overview on production, sales, marketing, etc.
- d) Introduction on products,

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KALPTARU PAPERS LIMITED

- e) Visits of factory plants,
- f) Overview on Statutory Compliances,
- g) Overview on Strength of employees,
- h) Overview on Risk involved in factories,
- i) Overview on disposal of hazardous waste
- j) Overview on inventory.

## **PROGRAMME AND DISCLOSURE**

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Familiarization programme will be conducted as and when required during the year and shall be disclosed on the website of the Company and weblink shall be provided in the Annual Report.

## **AMENDMENT IN LAW**

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Any subsequent amendment/modification in the Listing Agreement and/or applicable laws in this regard shall automatically apply to this policy.

