



# AMINES & PLASTICIZERS LTD

## FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS OF THE COMPANY

### **I. Preamble**

In accordance with the requirements of Regulation 25 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Schedule IV of the Companies Act, 2013, the Company shall Familiarize the Independent Directors (hereinafter referred as “Directors”) via Familiarization Programme (hereinafter referred as “Programme”) and provide an insight into the Company to enable the directors to understand the business in depth and contribute significantly to the Company.

### **II. Purpose & Objective**

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

1. To apprise the directors about the operating system of the Company for its business operations;
2. To inform them of all the laws, rules, regulations and guidelines applicable to the Company;
3. To make them aware of the rules, responsibilities, liabilities pursuant to the Companies Act, 2013;
4. To generate and obtain valuable and informed decision from the directors on the matters to be brought or discussed at the Board Meetings.

### **III. Familiarization Process**

- Independent Directors of the Company are made aware of their role, responsibilities and liabilities at the time of their appointment/re-appointment. They are also made aware of Company’s Board and Board Committee framework, policies and procedures.
- Functional Heads and Company Executives are invited at Board or Committee Meetings, as and when required, to provide a platform for interaction of Independent Director’s with them and also to enable Independent Director’s to better understand business and operations of the Company.
- Each member of the board, including the Independent Director’s, have been given complete access to any information relating to the Company, whenever they so request.



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## DETAILS OF FAMILARISATION PROGRAMME IMPARTED TO THE INDEPENDEENT DIRECTORS

### For the Year 2015-16:-

Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)

- One Programme

Date of the Programme

- 10<sup>th</sup> February, 2016

Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)

- 03 (Three Hours)

### For the Year 2016-17:-

Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)

- Two Programme

Date of the Programme

- 13<sup>th</sup> February, 2017

Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)

- 03 (Three Hours)



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## For the Year 2017-18:-

Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)

- Three Programme

Date of the Programme

- 12<sup>th</sup> February, 2018

Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)

- 03 (Three Hours)

## For the Year 2018-19:-

Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)

- Four Programme

Date of the Programme

- 30<sup>th</sup> May, 2018

Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)

- 90 minutes

Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)

- Five Programme

Date of the Programme

- 13<sup>th</sup> August, 2018

Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)

- 90 minutes



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**Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)**

- Six Programme

**Date of the Programme**

- 11<sup>th</sup> February, 2019

**Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)**

- 03 (Three Hours)

**Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)**

- Seven Programme

**Date of the Programme**

- 11<sup>th</sup> February, 2020

**Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)**

- 2 hours

**Number of programmes attended by the Independent Directors (during the year and on cumulative basis till date)**

- Eight Programme

**Date of the Programme**

- 04<sup>th</sup> March, 2020

**Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)**

- 2 hours