

## **Familiarisation Programme for Independent Directors**

In order to familiarize the independent directors with the Company and to inform them about their roles, rights and responsibilities, the Company follows the following program:

- I. Orientation Programs are conducted by the following departments and the heads of the respective departments are introduced to the independent director.

Legal & Secretarial: Covering details of the Company, its history, shareholding pattern, the Board structure, the Board Committees and their functions, policies applicable to the director, their roles, responsibilities, duties, rights as a director, details of important legal cases, their status and impact, etc.

Marketing: Covering details of nature of industry, types of products, brands, position of the Company in the industry, sales and distribution channel, etc.

Finance : Covering details of the business model of the Company, financial details, risk management, treasury management, etc.

Technical: Tour of the plant explaining about various stages of manufacturing process, production capacity, etc.

- II. The independent director is also taken for a market visit and visit to the tobacco growing areas and leaf division.

In addition to the above, in case the director is interested in meeting any specific department or function or getting any further detail, the same is also arranged.

Familiarization Programmes held with effect from 1<sup>st</sup> April, 2015 :

Particulars	During the FY 2025-26	Cumulative up to 31 <sup>st</sup> March, 2026
Number of familiarization programmes organized by the Company including visits to company facilities	7	51
Time spent by the Independent Directors in such programmes in the aggregate	26 hours	74 hours