



## **BIKAJI FOODS INTERNATIONAL LIMITED**

### **FAMILIARIZATION PROGRAMMES** **FOR INDEPENDENT DIRECTORS**

<b>Version</b>	<b>Summary of changes</b>	<b>Board approval on</b>	<b>Date of release</b>
Version 1	Initial	23.05.2019	23.05.2019
Version 2	Revised	30.12.2021	30.12.2021

❖ **TITLE**

This policy shall be called the ‘Familiarization Program for Independent Directors’.

❖ **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”) and Listing Agreements places increased responsibilities on independent directors of the Company. In order to enable the independent directors to fulfill their responsibilities efficiently and effectively, a familiarization program (“Program”) has been put in place by the Bikaji Foods International Limited (“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.

❖ **FAMILIARIZATION PROCESS**

1. The Company conducts orientation programs / presentations / training sessions, periodically at regular intervals, to familiarize the independent directors with the strategy, operations and functions of the Company.
2. Such orientation programs / 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, 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.
3. The programs / presentations also familiarize the independent directors with their roles, rights and responsibilities.
4. 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.

❖ **ADMINISTRATION**

The Familiarization programme for independent directors will be administered and monitored by Nomination and Remuneration Committee.

❖ **REVIEW OF THE PROGRAM**

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

❖ **PROGRAMME AND DISCLOSURE**

1. The Programme will be conducted “as needed” basis during the year.
2. This policy shall be uploaded on the Company’s website and a web link for the same shall also be provided in the Annual Report of the Company.