

## **THE PERIA KARAMALAI TEA & PRODUCE COMPANY LIMITED**

### **Familiarization Programme for Independent Directors pursuant to Part III of Schedule IV of Companies Act, 2013 and regulation 25(7) of the SEBI (LODR) Regulations, 2015**

#### **Determination of qualification, positive attributes and independence test for the Independent Directors of The Peria Karamalai Tea & Produce Company Limited (“Peria”) to be appointed.**

1. The role and duties of the Independent Director shall be clearly specified by highlighting the committees they are expected to serve on, as well as the expectations of the Board from them;
2. At the time of selection, Board shall review the candidature on skill, experience and knowledge to ensure an overall balance in the Board so as to enable the Board to discharge its functions and duties effectively;
3. The Independent Director shall confirm having read and complied with the Peria Code of Conduct. They shall also need to confirm and sign the Independence Test;
4. To familiarize the new Independent Directors to Peria, an induction kit shall usually be shared with them. The kit shall include at the minimum –
  - Nature of the industry in which Peria operates;
  - Business model of Peria;
  - Mission, Vision and Values of Peria
  - Group Business Structure
  - Brief profile of the Board of Directors
  - Roles, rights, responsibilities of independent directors;
  - Composition of Committees of the Board
  - Brief profile of Senior Managerial Personnel
  - Recent Press Releases
  - Investor Presentation, if any
  - Latest Annual Report
  - Latest Shareholding Pattern and Shareholders holding more than 5% of shares
  - Codes and Policies
  - Remuneration payable to Directors
  - any other relevant information as the Board may deem fit.

5. MD along with Company Secretary shall be involved in the familiarization / induction process for the Independent Director/s;
6. During the familiarization process, MD shall usually share the organization details, vision and strategy for the organization as well as his expectations from the Senior Management Personnel; any inputs made by Independent Directors shall be considered appropriately;
7. MD and the Company Secretary shall interact closely with the joinee Independent Director to share the values, culture, and introduction to other key personnel in the organization;
8. The Independent Directors shall be regularly updated with the regulatory changes applicable to the Company, during the tenure of their appointment;
9. In case, any input from any other Board member is required on the familiarization, a detailed interaction shall be planned and conducted with them as well.

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