

## **FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS**

### **PURPOSE AND OBJECTIVE**

To familiarise the Independent Directors with the Company, nature of industry in which company operates, business model of the Company and also about their duties and responsibilities in the Company.

### **FAMILIARIZATION PROCESS:**

- Whenever any new Independent Director joins the Board, He/ She is provided with information about the Company, latest annual report, latest investor presentation, copy of Code of Conduct for Directors & Senior Management policy adopted by the Board.
- Appointment Letter incorporating inter alia the role, duties and responsibilities is issued to Independent Directors once appointed on the Board.
- In every Board Meeting, presentation is made by Chairman on business of the Company, performance of the Company and other important updates. All Directors participate in the discussion on the said presentation. Further, informal discussions are also made after the Board Meeting on the business of the Company.
- If any important events occur between two Board Meetings, Directors are informed by way of email or note or through telephonic discussions. Further the said matter is then discussed at length in subsequent Board Meeting.
- Any statutory updates and changes in important Acts and Regulations are circulated to all Directors by way of note or email.

### **SPECIFIC PROGRAMMES:**

Specific Familiarization programme will be conducted on a need basis during the Year. The Familiarization programme for every Financial Year shall be updated in the weblink given below:

[www.jaro.in](http://www.jaro.in)

### **DISCLOSURE:**

The Company shall disseminate the details of familiarization programmes imparted to independent directors including the following details:-



- (i) Number of programmes attended by independent directors (during the year and on a cumulative basis till date),
- (ii) Number of hours spent by independent directors in such programmes (during the year and on cumulative basis till date).

Further, a web link regarding details of familiarization programmes imparted to independent directors shall also be provided in the section Corporate Governance of Annual Report of the Company.

**REVIEW:**

The Board will review this programme from time to time and make revisions as may be required to provide more information to the Independent Directors to enable them to contribute more significantly to the growth of the Company.

**The Policy is updated pursuant to periodical review by the Board of Directors as on 27<sup>th</sup> July, 2024.**