

SEPC Limited

Policy on Familiarisation Program of Independent Directors (Pursuant to Regulation 25(7) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015

The Independent directors of SEPC Limited are eminent personalities having wide experience in the field of business, finance, education, industry, commerce and administration. Their presence on the Board has been advantageous and fruitful in taking business decisions.

Independent Directors are appointed as per the Governance guidelines of the Company, with management expertise and wide range of experience. The Independent Directors appointed by the Board are given induction and orientation with respect to the Company's vision, strategic direction, core values, including ethics, corporate governance practices, financial matters and business operations. The new Board members are also requested to access the necessary documents /brochures, Annual Reports and internal policies available at our website www.sepc.in to enable them to familiarize with the Company's procedures and practices.

Periodic presentations are made by Senior Management, Statutory and Internal Auditors at the Board/Committee meetings on business and performance updates of the Company, global business environment, business risks and its mitigation strategy, Impact of regulatory changes on strategy etc. Updates on relevant statutory changes encompassing important laws are regularly intimated to the Independent directors.

The familiarization programme at SEPC Limited broadly encompasses the following:

1. The newly inducted directors are made familiarized with the nature of the industry in which the listed entity operates, its business segments and profile, manufacturing locations, organization structure and other market related information.
2. The directors are made familiarized with the business model of the listed entity.
3. The Independent Directors are made aware of their roles, rights and responsibilities at the time of their appointment through a formal letter of appointment which stipulates the terms and conditions of their engagement.
4. The Independent Directors are familiarized with regulatory update on significant changes in laws applicable to the Company.



Summary of familiarisation programs imparted to independent directors as on March 31, 2023:

Names of Independent Directors	No. of Programmes attended		No. of hours spent in the programmes attended	
	FY 2022-23	Cumulative till date	FY 2022-23	Cumulative till date
Mr. R Ravichandran	1	1	2 hours	2 hours
Mr. Rajesh Kumar Bansal	1	1	2 hours	2 hours
Mr. Gopalaswamy Arun Kumar	1	1	2 hours	2 hours
Ms. Sundaram Gayathri	1	1	2 hours	2 hours

This policy was modified on August 10, 2023

