

# **UltraTech Cement Limited**

## **(“Company”)**

### **FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS**

The provisions of Schedule IV of the Companies Act, 2013 and Listing Agreement requires companies to conduct familiarisation programme for the Independent Directors so as to familiarise them with the company, their roles, rights, responsibilities in the company, nature of the industry in which the company operates, business model of the company, etc.

#### **Process of familiarisation:**

- All the Independent Directors are made aware of their roles and responsibilities at the time of appointment through a formal letter of appointment, which also stipulates various terms and conditions of their engagement.
- Each director of the Company has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company’s management. They are provided information sought by them for enabling a good understanding of the Company and its operations. They meet without the presence of the Company’s Management to discuss matters pertaining to the Company’s affairs and put forth their combined views to the Chairman.
- The Company provides regular updates on relevant provisions including changes in Company Law, Securities Law, Listing Agreement with Stock Exchanges and applicable laws to ensure that the Independent Directors are kept abreast on these regulations.
- The Company conducts presentations periodically to familiarise Independent Directors with the strategy, operations and functions of the Company.
- The presentations provide an opportunity to the Independent Directors to interact with the senior leadership team of the Company and help understand Company’s strategy, operations and other areas relating to the Company.
- The familiarisation programme shall be reviewed and revised as may be required.

\*\*\*\*\*