



## UltraTech Cement Limited

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 Web: [www.adityabirla.com](http://www.adityabirla.com); [www.ultratechcement.com](http://www.ultratechcement.com) Tel No.: 022-66917800 Fax: 022-66928109  
 CIN: L26940MH2000PLC128420

### FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

*Ref: Schedule IV {Section 149 (8)} of the Companies Act, 2013  
 and*

*Clause 25 (7) and 46 (2) (i) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015*

Objective	To keep the Independent Directors updated on the business and operations of the Company; nature of the industry in which the Company operates and other regulatory updates.
Familiarisation Programme	<p>Familiarisation programmes for the Independent Directors generally forms part of the Board process.</p> <p>Board and Committees are updated on business performance; operating results; risk management and mitigation plans; efforts and initiatives around environment and sustainability; management outlook on business; economic / industry developments, among others.</p> <p>Directors get opportunity to interact with the Senior Management Team including the Statutory and the Internal Auditors of the Company.</p> <p>The Directors are also regularly kept informed of other developments and regulatory changes and corresponding impact on the Company.</p> <p>During the year 2021-22, in aggregate 5 hours were spent in apprising the Independent Directors on the above matters.</p> <p>Up to year ended 31<sup>st</sup> March, 2022, the Independent Director have on a cumulative basis spent around 42 hours on the above matters.</p>
Induction Kit for new Directors	<p>A new Director is welcomed to the Board of Directors by sharing various documents of the Company for his / her reference such as:</p> <ol style="list-style-type: none"> <li>1. Brief introduction of the Company</li> <li>2. Memorandum &amp; Articles of Association of the Company</li> <li>3. Profile of Board of Directors</li> <li>4. Profile of Senior Management Personnel</li> <li>5. Details of various Committee of the Board</li> <li>6. Code of Conduct for Directors</li> <li>7. Code of Conduct for trading in listed or proposed to be listed securities of the Company</li> <li>8. Latest Annual Report</li> <li>9. Latest Sustainability Report</li> <li>10. Various Policies / Charters adopted by the Board</li> <li>11. Detailed Appointment letter incorporating the role, function, duties, remuneration and evaluation.</li> </ol>

Orientation Module	Particulars	Responsibility
	Business overview, Corporate Plan	Business Head
	Board meeting Process	Company Secretary
	Statutory Compliances as a Board member as per Companies Act, Listing Regulations etc.	Company Secretary
	Updates on Company / on Units	
	Visit to Unit / Plant	Management

There is adequate mechanism to ensure that the Directors remain familiar with their roles, rights, responsibilities and continue to be updated on the state of Company's affairs and the industry in which it operates.

**Review of the Programme:**

The Company may review the programme and make necessary revisions, as and when required.

**Disclosure requirement:**

The familiarisation programme is disclosed on Company's website [www.ultratechcement.com](http://www.ultratechcement.com) and web link thereto shall be given in the Annual report.

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