

## **Familiarisation Programme for Independent Directors- Jayshree Nirman Limited**

### **Preamble**

Regulation 25(7) of the SEBI (LODR) Regulations, 2015 inter-alia stipulates that the Company shall familiarize the Independent Directors 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., through various programmes.

### **Purpose and Objective**

The familiarisation programme is structured to assist the Independent Directors to understand the Company and its business so as enable him in effective discharge of his duties.

### **Overview of the Familiarisation process**

#### **At the time of the appointment**

At the time of the appointment, the Independent Directors are informed about their role and responsibilities and are given an overview of business, operations and Corporate Governance Norms and Board Processes

**Immediately after appointment Independent Director are also provided with copies of the following documents-**

1. Annual Reports of the Company of the last three years;
2. Criteria of Independence applicable on Independent Directors as per the Regulation 16(b) of the SEBI (LODR) Regulations, 2015 and the Companies Act, 2013;
3. Copies of code of conduct and Ethics for Board Members, Code for Prevention of Insider Trading in Equity Shares/Securities
4. The Board members are provided with internal policies to enable them to familiarize with the Company's procedures and practices.

### **Regular Familiarisation Modules**

- a. Presenting the Financial Results with its analysis are made at the Board Meetings to familiarize the Independent Directors with the performance of the Company. The Familiarisation program related to Board Processes aims to provide the flow of information, documents, detailed agenda with explanatory note that enable the Independent Directors to take well-informed timely decisions and contribute significantly to the Company.
- b. Each director of the Company has complete access the information require for taking well – informed decisions.
- c. Board Members are promptly updated on any regulatory changes with brief analysis/ highlights for easy understanding with respect to amendments in SEBI regulations and Companies Act etc.
- d. Familiarisation programmes are also proposed to be conducted on need basis during the term of the directors.
- e. The Board members are also made aware about the adherence to compliances applicable on the Company on their respective due dates by way of quarterly compliances report.
- f. Independent Directors have the freedom to interact with the Company's management / auditors during the Board/ Committee of Directors meetings or otherwise.
- g. Need Based training is provided to the Board Members on various matters. The Board Members based on their requirement attend various seminars, conferences, training programmes from time to time.

Details of familiarisation programmes attended by Independent Directors during each financial year shall be separately disclosed and hosed on the website of the Company in compliance with SEBI (LODR) Regulations, 2015.

## JAYSHREE NIRMAN LIMITED

Registered Office: 1, British India Street, 5th Floor, Room No- 503, Kolkata- 700069 West Bengal

Details of familiarization programme attended by the Independent Directors since their date of appointment in the Company

SL No	Details of Programme	Date	Name of Independent Directors							
			Pradeep Agarwal		Ranjeet Kumar Bihani		Prabhat Kumar Agarwal		Sudipta Dutt	
			Hours Spent	Cummulative Hours Spent	Hours Spent	Cummulative Hours Spent	Hours Spent	Cummulative Hours Spent	Hours Spent	Cummulative Hours Spent
1	Induction Programme for new Independent Directors	28.10.2014	6	6	6	6	NA	NA	NA	NA
2	Risk Management Framework and Mitigation	30.03.2015	2	8	2	8	NA	NA	NA	NA
3	Operations Reviews and Strategy Discussions	30.05.2015	2	10	2	10	NA	NA	NA	NA
4	Evolving Role of Directors	30.03.2016	1	11	1	11	NA	NA	NA	NA
5	SEBI Regulations, Secretarial Standards and Other Regulatory Updates	28.05.2016	2	13	2	13	NA	NA	NA	NA
6	SEBI (Prohibition of Insider Trading) Regulations,	28.01.2017	1	14	1	14	NA	NA	NA	NA
7	Corporate Governannce Norms & Board Process	19.04.2017	2	16	2	16	NA	NA	NA	NA
8	Related Party Transactions	14.02.2018	1	17	1	17	NA	NA	NA	NA
9	Internal Financial Control & Risk Managemnet Systems	30.05.2018	1	18	1	18	NA	NA	NA	NA
10	Best Corporate Governance Practices	31.01.2019	2	20	2	20	NA	NA	NA	NA
11	Operations Functions	22.04.2019	1	21	1	21	NA	NA	NA	NA
12	SEBI ( LODR ) Regulations, Amendments	27.01.2020	1	22	1	22	NA	NA	NA	NA
13	Strengthening the Role of Independent Directors: A guide for the future	30.06.2020	2	24	2	24	NA	NA	NA	NA
14	Internal Audit and Compliances Process	27.01.2022	1	25	1	25	NA	NA	NA	NA
15	Cyber Security	20.04.2022	1	26	1	26	NA	NA	NA	NA
16	Programme on various policies followed by the listed entities	13.02.2023	1	27	1	27	NA	NA	NA	NA
17	Structure Digital Database maintenance as per SEBI regulations	11.04.2023	1	28	1	28	NA	NA	NA	NA

18	SEBI - Master directions 11.11.2024 -chapterwise framework for disclosure under SEBI (LODR Regulations), 2015	12.02.2024	2	30	2	30	NA	NA	NA	NA
19	SEBI ( PIT) Regulations , Amendments, 2024	12.11.2024	NA	NA	NA	NA	2	2	2	2
20	Knowledge Session on SEBI ( LODR ) Amnedments ,2024 dated 12.12.2024	13.02.2025	NA	NA	NA	NA	3	5	3	5