

ADVAIT INFRATECH LIMITED

FAMILIARIZATION OF PROGRAMME IMPARTED TO INDEPENDENT DIRECTORS

[Pursuant to Schedule IV of the Companies Act, 2013 and Regulation 25 and Regulation 46 of SEBI (LODR) Regulations, 2015]

In accordance with the requirements of Schedule IV of the Companies Act, 2013 and Regulation 25 of the SEBI (LODR) Regulations, 2015, the Company has an in- place process for its Independent director which aims to familiarize the Directors through various programmes about the listed entity, including the following:

- (a) Nature of Industry in which the listed entity operates;
- (b) business model of the listed entity;
- (c) roles, rights, responsibilities of Independent Directors; and
- (d) any other relevant information

The Program aims to provide insights into the Company to enable the Independent Directors to understand their roles, rights, responsibilities in the Company and get updated on the Business & Operations of the Company and contribute significantly to the Company.

As a practice, the Company on a regular basis makes detailed presentation to the entire Board including Independent Directors on the Company's Operations and Business plans. The nature of industries in which the company operates and model of its respective business. Such presentations are made by the senior management/ leadership team/functions heads so that the Independent Directors can have direct interaction with them.

The Company has adopted a familiarization frame work for Independent Directors, which would cover the following: -

- 1) To share information's with Independent Directors in its board meeting or after board meeting of overall industry in which it operates, with its plans and operations, market information including that of competitors, product offerings, organizational structure, as well as business model of the Company.
- 2) To familiarizes Independent Directors with their role, responsibilities and liabilities at the time of their appointment / re-appointment, through a formal letter of appointment.





- 3) To share with such Director(s), Code of Conduct for Independent Directors of the Company and the Code of Conduct for Prevention of Insider Trading to aware them with applicable laws in this regard.
- 4) To familiarize with provisions of Companies Act, 2013 and amendments in Listing Agreement, from time to time by Company Secretary of the Company.
- 5) Visits to Site / Plants: To enable them to have full understanding of working conditions/ atmosphere.

The Independent Directors have attended such orientation process/ familiarization programme. The Independent Directors of the board meets key functional/business heads separately to get themselves more familiarized with the business/operations and challenges faced by the industry on an ongoing basis.

The details of programmes attended by the Independent Director are given as below:

Sr. No.	Name of Director	No. of Programmes Attended		No. of Hours of Orientation	
		Financial Year 2023-24	Cumulative till date	Financial Year 2023-24	Cumulative till date
1	Mr. Bajrang Prasad Maheshwari	1	4	1	5.5
2	Mr. Ramesh Kumar Agrawal	1	3	1	3.5
3	Mr. Varsha Adhikari	1	1	1	1

