



FAMILIARIZATION PROGRAMME FOR **INDEPENDENT DIRECTORS** **CHARTERED LOGISTICS LIMITED**

(Pursuant to Regulation 25(7) and 46(2) (i) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015

- The Company through its Managing Director /Executive Directors/Key Managerial Personnel/Business Heads, conducted presentations periodically to familiarize the Independent Directors with the strategy overview, business and operations and functions of the Company.
- Such presentations provided an opportunity to the Independent Directors to interact with the Senior Management of the Company and helped them to understand the Company's strategy, business model, operations, markets, organization structure, finance, facilities and risk management and such other areas as may arise from time to time.
- The programmes/presentations also familiarised the Independent Directors with their roles, rights and responsibilities. The Company had invited E & Y representatives to make a Presentation to the Board of Directors on Roles and Responsibilities of Independent Directors under the Companies Act 2013 and Clause 49 of the Listing Agreement.
- When a new Independent Director is appointed on the Board of the Company, a meeting is arranged with the Chairman and Managing Director, Executive Directors and Chief Financial Officer to discuss the functioning of the Board and the nature of the operation of the Company's business activities.
- New Independent Directors are provided with copy of latest Annual Report, Company's Code of Conduct for Directors, Code of Conduct for Prohibition of Insider Trading, Schedule of upcoming Board and Committee meetings.
- A detailed Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, Code of Conduct and obligations for disclosures, is issued for the acceptance of the Independent Directors.

OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

- At various Board meetings during the year, presentations are made to the Board on safety, health and environment at its sites, risk management, company policies and changes in the regulatory environment applicable to the industry in which it operates.
- Quarterly presentations on operations made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, export earning, foreign exchange hedge position, change in senior management, compliances, subsidiary information, donations, regulatory scenario etc.