



# **SUBARNA PLANTATION & TRADING COMPANY LIMITED**

**CIN: U15491WB1976PLC030559**

**Registered Office :**

**'Temple Chambers' 6, Old Post Office Street, 4<sup>th</sup> Floor, Kolkata-700 001**

**Phone No.: 033 2230-7373/2248-3854 E-mail: [sptcl1976@yahoo.com](mailto:sptcl1976@yahoo.com)**

## **FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS**

This Familiarization ("Programme") for Independent Directors of SUBARNA PLANTATION & TRADING COMPANY LIMITED ("the Company") has been adopted by the Board of Directors pursuant to Regulation 25 of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements), Regulations, 2015 as amended from time to time.

### **1. Purpose**

The Programme aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

### **2. Familiarization process**

- 2.1 The Company shall through its Executive Directors/Senior Managerial Personnel conduct programmes/ presentations periodically to familiarize the Independent Directors with the strategy, operation and functions of the Company.
- 2.2 Such programmes/ presentation will provide an opportunity to the Independent Directors to interact with the senior leadership team of the company and help them to understand the company's strategy, business mode, operation, service and product offering, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.
- 2.3 The programmes/ presentation shall also familiarize the independent Directors with their roles, right and responsibilities.
- 2.4 The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time.
- 2.5 The Company may conduct and introductory familiarization programme/ presentation, when a new independent Director comes on the Board of the Company.

### **3 Disclosure of the policy**

This Policy shall be uploaded on the Company's website for public information and a web link for the same shall also be provided in the Annual Report of the Company.



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**4 Review of the programme**

The Board will review this Programme and make revisions as may be required.

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