

**ARTEMIS** 

Artemis Electricals Limited

**POLICY ON FAMILIARISATION  
PROGRAMME**

### **Preamble:**

In terms of Regulation 25(7) and 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company shall familiarize the independent directors of the Company 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:**

The Familiarization Programmes are aimed to familiarize the independent directors with the company, their roles responsibilities in the company, nature of industry in which the company operates and business model of the company by imparting suitable training sessions.

### **Overview of Familiarization Programmes:**

Board of Directors had approved the Familiarisation Programme Policy on Independent Director ("Policy") according to which:

- ✚ To facilitate independent directors the performance of their duties and responsibilities, new directors are provided with a personal orientation by senior leaders and materials regarding the Company's business and operations, governing documents, information on key personnel, and financial information are made available to them.
- ✚ The Chairman of the Board depending on the business needs may also nominate independent directors for relevant external training programs.
- ✚ Apart from Independent Directors, Non-Executive Directors are also eligible to attend the familiarization programmes.
- ✚ The Independent Directors are made aware of their role and responsibilities and liabilities at the time of their appointment through a formal letter of appointment, which also stipulates their roles and responsibilities and various terms and conditions of their appointment.
- ✚ Regular updates on relevant statutory and regulatory changes are regularly circulated to the Directors.

Details of Familiarization sessions held pursuant to the Policy are as follows:

<b>Session No</b>	<b>Date of the Familiarization Programme</b>	<b>Duration of the Programme (In Hours)</b>
1.	26 <sup>th</sup> June, 2018	1.30
2.	19 <sup>th</sup> November, 2018	1.00
3.	7 <sup>th</sup> March, 2019	1.00
<b>Cumulative Hours Till Date</b>		<b>3.30</b>

Details of attendance of Independent Directors in Familiarization Sessions in FY 2018-19 are as follows:

<b>Sr No</b>	<b>Name of Independent Director</b>	<b>No. of the Sessions attended</b>		<b>No. of hours spent in the Sessions attended</b>	
		<b>FY 2018-19</b>	<b>Cumulative till date</b>	<b>FY 2018-19</b>	<b>Cumulative till date</b>
1.	Mr. Krishnakumar Bangera	3	3	3.30	3.30
2.	Ms. Richa Sharma	3	3	3.30	3.30