

Krystal Integrated Services Limited

Familiarisation Programme for the Non-Executive Directors of the Company

Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 requires a company to provide suitable training to its Independent Directors to familiarize them *inter alia* with the company, their roles, rights, responsibilities in the company, nature of industry in which the company operates and the business model of the company. The Company has accordingly adopted a Familiarisation Programme for its Non-Executive Directors including Independent Directors.

The Company also provides the directors with a reference manual which *inter alia* covers a brief about the Company, its subsidiaries and key associate companies, products and services offered, the roles, functions, powers and duties of the directors, the detailed charter of various committees, the disclosures/declarations to be submitted by directors and list of various policies/codes adopted by the Company. The said manual is updated on an annual basis.

STRUCTURE OF THE PROGRAMME

The Familiarisation Programme adopted by the Company comprises two segments -

1. Familiarisation upon induction of new Independent Directors

- a. The newly appointed director shall be provided with a copy of all the applicable codes and policies formulated and adopted by the Company.
- b. An orientation on the corporate profile, various products and functions shall be provided.
- c. The newly appointed director shall also be introduced to certain key members of the senior management of the company.
- d. A detailed briefing on the roles and responsibilities of independent directors shall also be provided to the inductee.

2. Annual Familiarisation Programme

The Company shall on an annual basis brief its Directors *inter alia* about the Company's business model, shareholder profile, financial details, the industry, their roles, rights and responsibilities in the Company, functioning and governance structure of its key subsidiaries. The Board shall also be periodically briefed on the various changes in the regulations governing the conduct of independent directors.
