

## **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF RAJASTHAN PETRO SYNTHETICS LIMITED**

This Familiarization Program ("the Program") for Independent Directors of Rajasthan Petro Synthetics Limited ("the Company") has been adopted by the Board of Directors on 15.12.2014 pursuant to Clause 49 (II)(B)(7) of the Listing Agreement

The features of this Program are as follows:

### **1. Purpose**

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

### **2. Familiarization Process**

2.1. The Company shall through its Executive Directors/ Senior Managerial Personnel conduct programs/ presentations periodically to familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which Company operates, business model of the Company, strategy, operations and functions of the Company, etc. through this program.

2.2. Such programs/ presentations 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 model, operations, service and product offerings, 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 programs/ presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities in the Company.

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; and

2.5. The Company may conduct an introductory familiarization program / 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.

### **4. Review of the Program**

The Board will review this Policy and make amendments as may be required or replace it with a new one if so required in view of change in the law or circumstances.

**Effective date: 15.12.2014**

**Details of 1<sup>st</sup> Familiarization Program of Rajasthan Petro Synthetics Limited held on Friday, the 30<sup>th</sup> January, 2015 at 11.00 a.m. at 11K, Gopala Towers, 25, Rajendra Place, New Delhi-110008**

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The Company had organised an introductory familiarization program on Friday, the 30<sup>th</sup> January, 2015 at 11.00 a.m. at 11K, Gopala Towers, 25, Rajendra Place, New Delhi-110008.

**Present**

Following persons were in the present in the program:

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|----------------------|--|
| 1. Sh. B.R.Goyal     | - Non-Executive and Independent Director |
| 2. Sh. S.S.Shaktawat | - Non-Executive and Independent Director |
| 3. Ms. Sunita Rana   | - Non-Executive and Independent Director |

**Proceedings**

Sh. B.R.Goyal was elected to preside the meeting.

Thereafter Sh. B.R.Goyal took the Chair and welcomed Independent Directors of the Company. Before his presentation, he introduced Ms. Sunita Rana as the new Independent Director on the Board of the Company.

He informed all the Independent Directors present in the program that the program was being conducted in pursuance of the amended Clause 49 (II)(B)(7) of the Listing Agreement which requires the Company to familiarize its independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the company operates, business models of the Company, etc.

During the presentation session, the Chairman outlined the Company's major strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management. He also described about the roles, rights, responsibilities of the independent Directors towards achieving better corporate governance. All the independent Directors appreciated the presentation and discussed in detail about the same.

The Chairman also assured to circulate news and articles related to the industry on a regular basis and provide specific regulatory updates from time to time as and when the requirement arise.

The Independent Directors shared their views and action plans for the better Corporate Governance in line with the Companies Act, 2013, Listing Agreement, SEBI Rules and Regulations and other applicable statutes related to the Company.

Thereafter the program ended with vote of thanks to the Chair.

**Chairman**