

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS OF ASHOK ALCO-CHEM LIMITED

This familiarisation programme (“the Programme”) for Independent Directors has been adopted by the Board of Directors pursuant to Clause 49 of the Listing Agreement.

1. Preamble:

Clause 49 of the Listing Agreement inter-alia stipulates that the Company shall familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of industry in which the Company operates, business model of the Company, etc., through various programme.

2. Familiarization Process:

The Independent Directors are provided with the following documents as a part of familiarization programme:

- Copy of E-Forms filed with ROC in relation to their appointment as an Independent Director
- Copy of Memorandum & Articles of Association
- Copy of the latest Status Report
- Copy of Organization Chart
- Brochure of Chemical Product of the Company
- Guidelines on the decisions required to be taken by the Board of Directors at the Board Meeting
- Guidelines on the restrictions on powers of Board
- Copy of Code of Business of Conduct and Ethics Policy
- Copy of Code of Conduct under Insider Trading Regulations
- Corporate Social Responsibility Policy
- Whistle Blower Policy (Vigil Mechanism).
- Nomination and Remuneration Policy
- Policy on Related Party Transactions
- Last 2 years Annual Reports

3. Programme and Disclosure:

- Familiarization programme will be conducted for new and continuing Independent Directors on “as needed” basis during the Year.
- A web link thereto shall also be given in the Annual Reports of the Company.

4. Review of the Programme:

The Board of Directors will review this programme and make changes as and when deems necessary.