# TECIL CHEMICALS AND HYDRO POWER LTD.

#### REGISTERED OFFICE

P.O. CHINGAVANAM,

DIST.- KOTTAYAM, KERALA - 686 531 EMAIL ID: tecilchingavanam@gmail.com

PAN No.: AAACT8096J

CIN No.: L24299KL1945PLC001206 Website: www.tecilchemicals.com



### CORPORATE OFFICE

1<sup>ST</sup> FLOOR, ANJANA COMPLEX, VYTTILA-AROOR BYEPASS ROAD, KUNDANNOOR, KOCHI-682 304 TEL: 0484-4850063 / 62 /61

EMAIL ID: tecilchingavanam@gmail.com

### **PREAMBLE**

Regulation 25 (7) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 stipulates that the company shall familiarise the independent directors through various programs about their roles, rights and responsibilities in the company, nature of the industry in which the company operates, business model of the company, etc.

### **OUTLINE OF THE FAMILIARISATION PROCESS**

Independent Directors of the Company are made aware of their role, rights & responsibilities at the time of their appointment, through a formal letter of appointment, which also stipulates various terms and conditions of their engagement.

The Board including all Independent Directors are being provided with relevant documents, reports and internal policies to enable them to familiarise with the Company's procedures and practices from time to time.

Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, business strategy and risks involved.

Updates on relevant statutory changes concerning the Company are informed to the entire Board on regular intervals.

Besides presentation at the Board meetings as stated above, familiarization programmes imparted to independent directors are as under:

## **DETAILS OF FAMILIARISATION PROGRAM (2024-25)**

| Date of    | Name of Independent   | No.of   | Areas Covered  |
|------------|---|---------|--|
| Program    | Directors who attend the  | Hours   |  |
|            | Program   |         |  |
| 18.04.2024 | 1.Puthuparambil Parameswaran Pillai Vijayakumar 2.Parameswaran Radhakrishnan Nair 3. Biju Thundil Madhavan 4. Prem Kumar Sankara Panicker | 2 hours | <ul> <li>Financial Review</li> <li>Business Strategy</li> <li>Roles &amp; Responsibilities of Independent Directors</li> <li>Amendments of Laws and Regulations applicable to Company</li> </ul> |

| 16.08.2024 | 1. Puthuparambil Parameswaran Pillai Vijayakumar 2. Parameswaran Radhakrishnan Nair 3. Biju Thundil Madhavan 4. Prem Kumar Sankara Panicker                 | 2 hours | <ul> <li>Financial Review</li> <li>Business Strategy</li> <li>Roles &amp; Responsibilities<br/>of Independent Directors</li> </ul>   |
|------------|---|---------|--|
| 12.12.2024 | Puthuparambil     Parameswaran Pillai     Vijayakumar     Parameswaran     Radhakrishnan Nair     Biju Thundil Madhavan     Prem Kumar Sankara     Panicker | 2 hours | <ul> <li>Financial Review</li> <li>Business Strategy</li> <li>Roles &amp; Responsibilities<br/>of Independent Directors</li> </ul>   |
| 28.02.2025 | 1. Puthuparambil Parameswaran Pillai Vijayakumar 2. Parameswaran Radhakrishnan Nair 3. Biju Thundil Madhavan 4. Prem Kumar Sankara Panicker                 | 2 hours | <ul> <li>Financial Review</li> <li>Business Strategy</li> <li>Roles &amp; Responsibilities         of Independent Directors</li> <li>Amendments of Laws         and Regulations         applicable to Company</li> </ul> |

