



POLICY FOR FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

1. PREAMBLE

- 1.1 Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, (“Listing Regulations”) inter-alia requires that the Company shall familiarize its Independent Directors with the Company, their roles, rights, responsibilities in the Company, business model of the Company, nature of the industry in which the Company operates etc., through familiarisation programmes.
- 1.2 This Policy for familiarisation programme (“Policy”) for Independent Directors of Cheviot Company Limited (hereinafter referred to as “the Company”) is accordingly formulated to comply with the aforesaid requirements of Listing Regulations.
- 1.3 The Board of Directors have reviewed and updated this Policy at their meeting held on Thursday, 26th May, 2022.

2. OBJECTIVE AND DETAILS OF FAMILIARISATION POLICY

- 2.1 The Company shall periodically organise familiarisation programme for the existing Independent Directors to appraise them with the business operations of the Company as also to know their roles, rights and responsibilities in the Company to enable them to make effective contribution and discharge their functions as a Board Member.
- 2.2 The newly appointed Independent Director(s) of the Company shall attend the first familiarisation program not later than three months from the date of his/her appointment on the Board of Directors of the Company;
- 2.3 Familiarisation Program for Independent Directors shall include:
 - a) Industry overview and business model of the Company;
 - b) Operation overview and product knowledge;
 - c) Overview of Sales and Marketing strategies;
 - d) Parameters used to evaluate financial and operational performance;
 - e) Statutory compliances required to be fulfilled by the Company;
 - f) Roles, rights and responsibilities of the independent directors;
 - g) Code of conduct for independent directors and Code of internal procedures and conduct for prohibition of insider trading;
 - h) Policies and guidelines adopted by the Board and such other information as may be necessary for the independent director to understand and participate in the decision making process.

3. WEBSITE DISCLOSURE

- 3.1 In accordance with the requirements of Listing Regulations, this policy and details of the familiarisation programme shall be disclosed on the Company website and a web link thereto shall be provided in the Annual Report.

CHEVIOT COMPANY LTD.



DETAILS OF FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS DURING FINANCIAL YEAR 2020-21

Pursuant to Regulation 25 (7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“the Listing Regulations”), the Company has familiarized the Independent Directors through various programs about the operations of the Company including the following:

- Nature of the industry in which the company operates;
- business model of the company;
- roles, rights, responsibilities of Independent Directors; and
- Other relevant information.

Majority of the Independent Directors of the Company are associated with the Company for more than 5 (five) years and are well versed with the industry, business operations, policies/practices of the Company and their role as the Independent Directors.

The Company conducts the familiarisation programme for the new independent directors which involve understanding the operations, various products manufactured, various policies and practices, regulatory framework, business model, domestic and overseas target market and risk elements. The familiarisation programme for Independent Directors is prepared according to the requirement of each Independent Director.

The Company allocates considerable amount of time after the Board meeting to discuss and conduct the familiarisation programme.

Summary of familiarization programme of Independent Directors:

	During the year	Cumulative till date
Number of familiarization programme attended by Independent Directors	2	2
Number of hours spent by Independent Directors in such programme	3	3

REVIEWED AND ADOPTED BY THE BOARD OF DIRECTORS AT THEIR MEETING HELD ON 26TH MAY, 2022.

THIS INFORMATION IS DISPLAYED ON THE WEBSITE OF THE COMPANY IN COMPLIANCE WITH REGULATION 46 OF THE SECURITIES AND EXCHANGE BOARD OF INDIA (LISTING OBLIGATION AND DISCLOSURE REQUIREMENTS) REGULATIONS, 2015.