

TIRUPATI SARJAN LIMITED

Familiarization Programmes

For

Independent Directors

Preamble:

- ❖ In accordance with requirements of the Listing Regulations, the Company shall familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes. (“The Program”)

Objective:

- ❖ The objective of the Program is to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the development of the Company.

Familiarization Process:

- ❖ The Company, through its Executive Directors / Key Managerial Personnel, shall conduct programs / make presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- ❖ Such programs / presentations shall 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, 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.
- ❖ The programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities. The Company will also issue appointment letters to Independent Directors incorporating their roles, duties and functions.
- ❖ The Company may circulate news and articles related to the industry on a regular basis.
- ❖ The Familiarization Programme will be conducted “on need” basis during the Year.

Disclosure:

- ❖ 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.

Review:

- ❖ The Board will review this Program and make revisions as may be required.

DETAILS OF FAMILIARIZATION PROGRAMMES IMPARTED TO INDEPENDENT DIRECTORS OF TIRUPATI SARJAN LIMITED ("THE COMPANY") DURING FY 2023-24:

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

As a process when a new independent director is appointed, senior management provide an overview of operations, and familiarize the new independent director on matters related to the Company's values and commitments. They are also introduced to the organization structure, Board procedures, matters reserved for the Board, and management strategies.

Details of Familiarization Program for Independent Directors during the F.Y. 2023-24:

Sr. No	Name of Independent Director	No. of Programmes attended by Independent Directors		No. of hours spent by Independent Directors.	
		FY 2023-2024	Cumulative till date	FY 2023-24	Cumulative till date
1.	Mr. Jayraj Purushottamdas Mehta	1	5	4	20
2.	Mr. Dorikkumar Anilkumar Patel	1	1	4	4
3.	Ms. Shivangi Hitendrakumar Gor	1	1	4	4
4.	Mr. Pratikkumar Patel	1	5	4	20