

JOONKTOLLEE TEA & INDUSTRIES LIMITED
CIN : L01132WB1900PLC000292

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

This Familiarisation Programme (“the Programme”) for Independent Directors of Joonktollee Tea & Industries Limited (“the Company”) has been adopted by the Board of Directors pursuant to Clause 49 of the Listing Agreement.

1. PURPOSE & OBJECTIVE

The Programme aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company. Thereby, the Directors get to understand and get updated on the business and operations of the Company on a continuous basis.

2. FAMILIARISATION PROCESS

- 2.1 The Company shall through its Executive Directors / Senior Managerial Personnel conduct programmes / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- 2.2 Such programmes / 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 programmes / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities.
- 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.
- 2.5 The Company may conduct an introductory familiarization programme / presentation, when a new Independent Director comes on the Board of the Company.

3. FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

- 3.1 Industry overview and Business model of the Company and an outline of Corporate Plan and Annual targets.
- 3.2 Introduction to product profile.
- 3.3 Operations overview.
- 3.4 Financial Performance and budget & control processes.
- 3.5 Overview of Sales & Marketing.
- 3.6 Update the Directors with the happenings in the Industry and amendments to various Acts which may affect the Company.
- 3.7 Familiarisation on Statutory compliances as a Board Member including their Roles, Rights and Responsibilities.
- 3.8 The above will be conducted for new and continuing Independent Directors of the Company during the year.

4. 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.

5. REVIEW OF THE PROGRAMME

The Board will review this Programme and make revisions as may be required.