SALASAR EXTERIORS AND CONTOUR LIMITED
(CIN: L45309MH2018PLC306212)

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

OBJECTIVES

To lay down a structured process to familiarise the Independent Directors prior to /at the time of their appointment on the Board of the Company so as to enable them to understand the Company - its operations, business, industry and environment in which it functions and the regulatory environment applicable to it.

On continuous basis update the Directors on any significant changes that may arise/occur during the course of their tenure on the Board. To take all efforts to make the Directors well informed for taking timely decision.

INITIAL FAMILIARISATION PROGRAMME

Prior to the induction of the Director on the Board, the Managing Director to brief the incoming director about the Company, its line of business and the composition of the present Board etc. On his appointment a letter of appointment is issued to the new Independent Director detailing their tenure of appointment, roles, duties & responsibilities, remuneration, commitment, insurance cover, Performance evaluation Process, Salasar Exteriors And Contour Limited Code of Conduct etc.

An induction pack is shared with the New Director which includes the Board Diversity Policy, Board Committee Charter, Remuneration Policy, Independent Directors Qualification, Risk Management Policy, Related Party Transaction Policy, Salasar Exteriors And Contour Limited Code of Conduct for Prevention of Insider Trading and Code of Corporate Disclosure Practices.

The brief overview of the Company and that of the industry in which the Company is operating, the financials of the Company, Market capitalisation, the details of different Business Segments, Organisational Structure etc. is also shared to have an overall understanding of the Company.

Meetings with the Business Unit Heads are also arranged, if required, at the time of attending the first Board Meeting to understand the respective business units.

UPDATION ON A CONTINOUS BASIS

At the Board meetings itself presentations are made to the Directors on the Company's long term and short-term Strategy. Each of the Business Units Head presents the strategy of their respective Business Units. The MD also presents the way forward and the future growth of the Company. At different Board meetings the Directors are apprised of the Risk Management Process and its outcome, Company Policies, Changes in regulatory environment as applicable to the Company and Industry, Quarterly presentations on operations made to the Board includes information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management changes, major litigation, compliances, subsidiary information, etc.

Meetings with Company Executives and legal consultants are also arranged to better understand the business and operations of the Company.

Details of Familiarization Programmes imparted to Independent Directors Number of programmes attended by Independent Directors	One Programme:
Number of hours spent by Independent Directors in such programmes (during the year and on cumulative basis till date)	Approx. 3 Hours
Purpose of Programme	1. To make aware about the Business Model of the Company 2. Updating Independent Directors of the Company about scale and details of its operations; 3. Awareness on Rights and Responsibilities of Independent Directors; 4. Overview of SEBI (Listing Obligation and Disclosure Requirements) Regulations, 2015.