

# **CREATIVE EYE LIMITED**

## **FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS**

### **PREAMBLE :**

The Regulation 25 of the new SEBI (LODR) Regulation, 2015 with the Stock Exchanges stipulates that:

- a) The Company shall familiarise 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.
- b) The details of such familiarisation programmes shall be disclosed on the Company's website.

### **OVERVIEW OF THE FAMILIARISATION PROCESS :**

At the time of appointing a Director, a Formal letter is issued to the Independent Directors which *interlia* states the roles, function, duties, responsibilities and the accompanying liabilities that come with the appointment as a Director of the Company.

- i. The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations to familiarize the existing Directors as well as new directors with the strategy, operations and functions of the Company;
- ii. Such programs/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;
- iii. The programs/presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;
- iv. The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

### **Initial familiarisation module :**

At the outset, all the independent directors are provided an overview of;

- Criteria of independence applicable to Independent Directors as per regulation 25 of the new SEBI (LODR) Regulation, 2015 and the Companies Act, 2013;
- Time allocation by the Independent Directors on financial controls, overseeing systems of risk management, financial management compliance, Stakeholders conflicts, Board effectiveness, strategic direction, Meetings and performance assessment;
- Directors Responsibility Statement forming part of Boards' Report; Vigil Mechanism including policy formulation, disclosures, code for Independent
- Risk Management Systems & framework;
- Board Evaluation Process and Procedures;

### **Programme and disclosure:**

- i. Familiarization programme will be conducted "as needed" basis during the year.
- ii. As and when familiarization programme is conducted, the same will be disclosed on the website of the Company and a web link thereto shall also be given in the Annual Report."

### **Administration:**

The Familiarization programme for Independent Directors will be administered and monitored by Nomination and Remuneration Committee.

### **Review of the Program:**

The Board will review this Program and make revisions as may be required from