

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS



1. Preamble:

This Familiarization Program (the Program) for Independent Directors of the Apollo Tubes Limited (Company) has been adopted by the Board of Directors pursuant to the Regulation 25 of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015.

The Company has familiarised /shall familiarize the Independent Directors about:

- Nature of the industry in which the listed entity operates;
- Business model of the listed entity;
- Roles, rights, responsibilities of independent directors; and any other relevant information.

The details of such familiarization programmes shall be disclosed on the Company's website and a web link thereto shall be given in the Annual Report.

Schedule IV of the Companies Act, 2013 also mandates that the independent directors shall undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the company.



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.

Familiarisation Process:

- A familiarization pack (welcome kit) is given to the incoming director, which includes the Company’s Memorandum & Articles of Association, Annual Reports, Code of Business Conduct & Ethics applicable to the Directors/employees of the Company, Code of Conduct of Insider Trading Prohibition Policy
- 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;
- New Directors have regular interaction with the Chairman cum Managing Director/ Executive Directors.
- A detailed appointment letter incorporating the roles, duties, and responsibilities, performance evaluation process, remuneration and obligation on disclosures is issued for his/her acceptance.
- Familiarization programme will be conducted on need basis during the Year.

Review:

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

Familiarisation programme organised by Company during the year 2023-24

Particulars	During the year 2023-24
Number of Familiarisation programmes organised by the Company, including visit to Company facilities.	1
Details of the program	Visit to both the manufacturing Plants at Raipur on March 4 and 5, 2024 during which presentations were made in which the detailed manufacturing process was explained and live plants operations were

	shown.
Time spent by Independent Directors in such programmes in aggregate	About 12 hours

Particulars	Cumulative upto March 31, 2024
Number of Familiarisation programmes organised by the Company, including visit to Company facilities.	7
Time spent by Independent Directors in such programmes in aggregate	About 80-90 hours