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## **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF NEERAJ PAPER MARKETING LIMITED**

This Familiarization Program (“the Program”) for Independent Directors of Neeraj Paper Marketing Limited (“the Company”) has been adopted by the Board of Directors pursuant to Regulation 25(7) of the SEBI (Listing Obligations and Disclosures Requirements) Regulations 2015 (“the Regulations”).

### **1. Purpose**

The Program aims to provide insights into the Company to enable the Independent Directors to understand its business in depth and contribute significantly to the Company.

### **2. Familiarization Process**

- 2.1 The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- 2.2 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;
- 2.3 The programs / 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 and may provide specific regulatory updates from time to time; and

2.5 The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

### 3. Disclosure of the Policy

This Policy shall be uploaded on the Company's website for public information and shall also be provided in the Annual Report of the Company.

### 4. Review of the Program

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

#### Details of attendance of Independent Directors in Familiarization Sessions are as follows:

S. No.	Name of Independent Director	FY 2023-24		FY 2024-25		Cumulative Hours till date	Cumulative Sessions till date
		No. of sessions attended	No. of hours spent	No. of sessions attended	No. of hours spent		
1.	Ms. Pooja Bhardwaj	1	1	1	2	15	7
2.	Ms. Neha Agarwal	1	1	1	2	15	7
43	Mr. Gagan Aggarwal	1	1	1	2	6	3

#### Details of Programmes in FY 2023-24 and 2024-25 are as under:

1. Overview of the Companies Act, 2013 amendments relating to Significant beneficial ownership, Deposits and other amendments in the Act; Updations on the SEBI Regulations including SEBI Listing Obligations and Disclosure Requirements) Regulations 2015; SEBI (Prohibition of Insider Trading) Regulations 2015; and other necessary amendments.
2. Presentation on Business Update, strategies and regulatory developments.