

FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS OF BAJEL PROJECTS LIMITED

This Familiarization Program ("the Program") for Independent Directors of Bajel Projects Limited ("Company") has been adopted by the Board of Directors of the Company, at its Meeting held on September 16, 2023, pursuant to the provisions of Regulations 25(7) and 46 (2)(i) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulation, 2015, as amended.

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

The induction for Non-Executive Independent Directors includes interactive sessions with the management team consisting of Business and Functional Heads, etc. Further, in the Board's strategy meetings, Business and Functional Heads share their short term and long term plans, major activities planned, likely risks and challenges with actions taken/to be taken to mitigate them in their respective areas.

- 2.1 Upon appointment, the Directors shall receive a Letter of Appointment setting out in detail, the terms of appointment, duties, responsibilities and expected time commitments;
- 2.2 The Company Secretary shall provide new Directors, both Executive and Non-Executive, a briefing on their legal and regulatory responsibilities as Directors and the Executive Director shall provide a briefing on the Company's current structure and performance of the business;
- 2.3 The Company shall through its Executive Directors / Senior Managerial Personnel conduct an introductory familiarization program / presentation when a new Independent Director comes on the Board of the Company.
- 2.4 Such programs / presentations will provide an opportunity to the Independent Directors to interact with the Senior Managerial Personnel of the Company and help them to understand the Company's organizational structure, business model, service and product offerings, markets, strategy, operations, finance, human resources, technology (product as well as information), facilities and risk management and such other areas as may arise from time to time;
- 2.5 The programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities.
- 2.6 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 to the Independent Directors.



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3. 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.

4. Review of the Program

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

For Bajel Projects Limited

Sd/-

Ajay Nagle

Executive Director, Company Secretary & Chief Compliance Officer
