

ONDOOR CONCEPTS LIMITED

(Formerly known as Ondoer Concepts Private Limited)

FAMILIARIZATION PROGRAMME OF
INDEPENDENT DIRECTOR

PREAMBLE:

The Companies Act, 2013, read with Regulation 25(7) of the SEBI Listing Regulations places increased responsibilities on Independent Directors of the Company. In accordance with the requirements of this Regulation, the Company needs to familiarize the Independent Directors (hereinafter referred as "Directors") through Familiarization Programme (hereinafter referred as "Programme") and provide an insight into the Company to enable the Directors to understand the business of the Company in depth and its strategy, operations and functions whereby they can contribute significantly to the growth of the Company.

APPLICABILITY:

This Policy applies to the Independent Directors of Odoor Concepts Limited.

PURPOSE & OBJECTIVE:

By means of the Programme, the Company intends to achieve the following objectives:

1. To appraise the Directors about the operating system of the Company for its business operations;
2. To inform them of all the laws, rules, regulations and guidelines applicable to the Company;
3. To make them aware of the rules, responsibilities, liabilities pursuant to the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and the Companies Act, 2013 and Rules made thereunder;
4. To generate and obtain valuable and informed decision from the Directors on the matters to be brought or discussed at the Board Meetings.

CONTENTS OF THE PROGRAMME:

The basic theme of the programme would, inter alia, include –

1. Roles, Rights, Duties, Responsibilities and Liabilities of the Directors;
2. Business Model of the Company thereby including the nature of industry in which the Company falls, its product and services, geographical area of operation of the Company;
3. Management Techniques.
4. Material information like code of conduct, the code of internal procedures and conduct for prohibition of insider trading and other applicable policies of the Company, performance highlights, etc., will also be provided to supplement the presentation and to create awareness to the Independent Director of their roles, rights, responsibilities towards the Company.
5. The familiarisation programme shall also provide information relating to the financial performance of the Company and budget and control process of the Company.
6. The Managing Director or such other authorised officer(s) of the Company shall lead the Familiarisation Programme on aspects relating to business / industry. The Chief Financial Officer or such other authorised officer(s) of the Company may participate in the programme for providing inputs on financial performance of the Company and budget, control process, etc.

OTHER INITIATIVES:

- a) The Independent Directors get an opportunity to visit Company's office, where the Senior Management will make presentation on the operations of the Company.

- b) At various Board Meetings during the year, Board is briefed on the Risk Management, Company Policies, and Changes in regulatory environment applicable to Corporate Sector and to the industry in which it operates, Business performance, operations, Senior Management change, major litigations, compliances, subsidiary information and other relevant issues.

AMENDMENT:

Any change in the Policy shall be approved by the Board. The Board shall have the right to withdraw and/or amend any part of this Policy or the entire Policy, at any time, as it deems fit, or from time to time, and the decision of the Board in this respect shall be final and binding. Any subsequent amendment/modification in the Act or the rules framed thereunder or the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and/or any other laws in this regard shall automatically apply to this Policy.

Effective Date: 07.09.2023

Date of Approval of Board of Directors: 07.09.2023

 