

Familiarisation programme for Independent Directors

OBJECTIVES

To lay down a structured process to familiarise the Independent Directors prior to /at the time of their appointment on the Board of the Company so as to enable them to understand the Company - its operations, business, industry and environment in which it functions and the regulatory environment applicable to it.

On continuous basis update the Directors on any significant changes that may arise/occur during the course of their tenure on the Board.

To take all efforts to make the Directors well informed for taking timely decision.

INITIAL FAMILIARISATION PROGRAMME

Prior to the induction of the Director on the Board , the Chairman and/or Managing Director to brief the incoming director about the Company, its line of business and the composition of the present Board etc. On his appointment a letter of appointment is issued to the new Independent Director detailing their tenure of appointment, roles, duties & responsibilities, remuneration, commitment, insurance cover, Performance evaluation Process, Code of Conduct etc.

An induction pack is shared with the New Director which includes the updated Governance Guidelines for Champion Commercial Co. Limited (CCCL) on Board effectiveness, Board Diversity Policy, Board Committee Charter, Remuneration Policy, Independent Directors Qualification, Positive Attributes and Definition, Risk Management Policy, Related Party Transaction Policy, CCCL Code of Conduct for Prevention of Insider Trading and Code of Corporate Disclosure Practices.

The brief overview of the Company and that of the Industry in which the Company is operating, the financials of the Company, Market capitalisation, the details of different Business Segments, latest TBEM application form, organisational Structure etc. is also shared to have an overall understanding of the Company.

Meetings with the Business Unit Heads are also arranged, if required, at the time of attending the first Board Meeting to understand the respective business units.

UPDATION ON A CONTINOUS BASIS

Quarterly presentations on operations made to the Board includes information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management changes, major litigation, compliances, subsidiary information, etc. During the year one such programme was held for about 10 hours

Meetings with Company Executives are also arranged to better understand the business and operations of the Company.

Monthly in-house e-magazine is also shared with the Directors updating them of the latest happenings within the Company and at the Customers front.
