



## Kavita Fabrics Limited

105, Balaji Industrial Society - 1, Udhna Magdalla Road,  
Surat-395 007, (Guj.) India. E-mail : info@kavitafabrics.com  
Tel.: 0261 - 3996759 Telefax : 0261 - 3018759

**CIN: L17110GJ2005PLC046929**

# Familiarisation Programme for Independent Directors

This Familiarisation Programme (“the Program”) for Independent Directors of **KAVITA FABRICS LIMITED** (“the Company”) has been adopted by the Board of Directors pursuant to provisions of the Listing Agreement.

## 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.

The Familiarisation programme formulated with the objective of making the Independent Directors of the Company accustomed with the following areas :

- Familiarisation with the Company;
- Independent directors roles, rights and responsibilities;
- Board dynamics & functions;
- Nature of the Industry in which the Company operates;
- Business Model of the Company;
- Compliance management

The Programme has been designed considering the specific needs of corporate governance and the expected obligations of Independent Directors in view of the onerous responsibility conferred by the Companies Act 2013 and the Listing Agreement, as amended from time to time.

## 2. Familiarisation Process

2.1. For new Independent Director joining the Board – The Company shall through its Managing Director, Wholetime Director, Company Secretary and other Senior Managerial Personnel familiarize the Independent Director with regard to above areas.

2.2.1. For on-going Familiarisation Programme – The Company shall through its Managing Director, Wholetime Directors, Company Secretary and other Senior Managerial Personnel conduct

programs/ presentations at such periodic intervals as may deem necessary, at least once a year, to familiarize the Independent Directors with the strategy, operations and functions of the Company;

2.2.2. 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;

2.2.3. The programs/ presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;

2.2.4. The Company may circulate news and articles related to the industry and may provide specific regulatory updates from time to time.

### **3. Disclosure of the Policy**

This Policy shall be uploaded on the Company's website and a web link for the same shall also be provided in the Annual Report of the Company.

### **4. Review of the Familiarisation Program**

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