

Jaykay Enterprises Ltd.

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Familiarization Programmes for Independent Directors

Preamble:-

Regulation 25 of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 stipulates that the Company shall familiarize the Independent Directors with the Company, their roles, rights and responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company and all other relevant information through various programmes.

Overview of the Familiarization Process:-

All Independent Directors are aware and further updated about their roles, rights and responsibilities in the Company. A Directors' kit containing information about the Company, Memorandum and Articles of Association, its Annual Reports for previous 3 years etc. will be handed over to the director at the time of his appointment. The appointment letter issued to Independent Directors inter alia sets out the expectation of the Board from the appointed director, their fiduciary duties and the accompanying liabilities that come with the appointment as a director of the Company.

Independent Directors are provided with necessary documents/brochures, reports and internal policies to enable them to familiarize with the Company's procedures and practices.

Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, global changed in business environment, business strategy and risks involved. Detailed presentations on the duties and responsibilities of Independent Directors and the Company's business segments were made at the separate meetings of the Independent Directors held during the year.

Quarterly updates on relevant statutory changes and landmark judicial pronouncements encompassing important laws are regularly circulated to the Directors.

Each director of the Company has complete access to informations relating to the Company on a need to know basis. Independent Directors have the freedom to interact with the Company's management. They are furnished with all the documents sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part.



Familiarization Programs held during the year:-

The one Familiarization Program during the year and 5 Familiarization Programs till the date, on cumulative basis, imparted to Independent Directors. The details of the Familiarization Programs are as follows:-

Name of Independent Directors	No of Programmes attended		No of Hours Spent	
	During the Year	Cummulative till date	During the Year HH:MM	Cummulative till date HH:MM
Shri Rajiv Bajaj	1	1	01:00	01:00
Shri Rajesh Relan	1	1	01:00	01:00
Smt. Renu Nanda	1	4	01:00	04:00

