



# ORIENTAL RAIL INFRASTRUCTURE LIMITED

(Formerly known as Oriental Veneer Products Limited)

## **ORIENTAL RAIL INFRASTRUCTURE LIMITED** **(FORMERLY KNOWN AS ORIENTAL VENEER PRODUCTS LIMITED)**

### **DETAILS OF THE FAMILIARISATION PROGRAMME CONDUCTED FOR INDEPENDENT DIRECTORS**

#### **Preamble**

In terms of Regulation 25(7) of the SEBI (Listing Obligations and Disclosures Requirements) Regulations, 2015 ('the Regulations') the Company is required to familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes.

Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

#### **Familiarization Programme for Financial Year 2024**

During Financial Year 2024, the Independent Directors of the Company were given an update on businesses of the Company at following Board / Committee Meetings:

#### **Core Areas under Familiarization Programme for Financial Year 2024**

- Business model of the Company;
- Risks and challenges for the Company;
- Changes in business environment;
- Roles, rights, responsibilities of Independent Directors.

#### **Details of Familiarization Programme imparted to Independent Directors**

<b>Criteria</b>	<b>Particulars</b>
Number of Programmes attended by Independent Directors during FY2024	4 [April 18, 2023, July 19, 2023, November 03, 2023 and February 12, 2024]
Number of Programmes attended by Independent Directors – cumulatively	31
Number of hours spent by Independent Directors during FY2024	4 Hours
Number of hours spent by Independent Directors – cumulatively for FY2016 to FY 2024	38 Hours

CIN: L35100MH1991PLC060686

Registered Office: Survey No. 49, Village Aghai, Taluka Shahpur, Dist. Thane – 421 601, Maharashtra, India  
Corporate Office: 16, Mascarenhas Road, Mazgaon, Mumbai – 400 010, Maharashtra, India



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Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

#### **Familiarization Programme for Financial Year 2023**

During Financial Year 2023, the Independent Directors of the Company were given an update on businesses of the Company at following Board / Committee Meetings:

#### **Core Areas under Familiarization Programme for Financial Year 2023**

- Business model of the Company;
- Risks and challenges for the Company;
- Changes in business environment;
- Roles, rights, responsibilities of Independent Directors.

#### **Details of Familiarization Programme imparted to Independent Directors**

<b>Criteria</b>	<b>Particulars</b>
Number of Programmes attended by Independent Directors during FY2023	4 [April 28, 2022, August 12, 2022, November 14, 2022 and February 07, 2023]
Number of Programmes attended by Independent Directors – cumulatively	27
Number of hours spent by Independent Directors during FY2023	4 Hours
Number of hours spent by Independent Directors – cumulatively for FY2016 to FY 2023	34 Hours

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Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

#### **Familiarization Programme for Financial Year 2022**

During Financial Year 2022, the Independent Directors of the Company were given an update on businesses of the Company at following Board / Committee Meetings:

#### **Core Areas under Familiarization Programme for Financial Year 2022**

- Business model of the Company;
- Risks and challenges for the Company;
- Changes in business environment;
- Roles, rights, responsibilities of Independent Directors.

#### **Details of Familiarization Programme imparted to Independent Directors**

<b>Criteria</b>	<b>Particulars</b>
Number of Programmes attended by Independent Directors during FY2022	4 [June 15, 2021, August 05, 2021, November 09, 2021 and February 08, 2022]
Number of Programmes attended by Independent Directors – cumulatively	23
Number of hours spent by Independent Directors during FY2022	4 Hours
Number of hours spent by Independent Directors – cumulatively for FY2016 to FY 2022	30 Hours

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Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

#### **Familiarization Programme for Financial Year 2021**

During Financial Year 2021, the Independent Directors of the Company were given an update on businesses of the Company at following Board / Committee Meetings:

#### **Core Areas under Familiarization Programme for Financial Year 2021**

- Business model of the Company;
- Risks and challenges for the Company;
- Changes in business environment;
- Roles, rights, responsibilities of Independent Directors.

#### **Details of Familiarization Programme imparted to Independent Directors**

<b>Criteria</b>	<b>Particulars</b>
Number of Programmes attended by Independent Directors during FY2021	4 [June 25, 2020, August 27, 2020, November 05, 2020 and February 09, 2021]
Number of Programmes attended by Independent Directors – cumulatively	19
Number of hours spent by Independent Directors during FY2021	4 Hours
Number of hours spent by Independent Directors – cumulatively for FY2016 to FY 2021	26 Hours

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## **ORIENTAL VENEER PRODUCTS LIMITED**

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#### **Preamble**

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Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

#### **Familiarization Programme for Financial Year 2020**

During Financial Year 2020, the Independent Directors of the Company were given an update on businesses of the Company at following Board / Committee Meetings:

#### **Core Areas under Familiarization Programme for Financial Year 2020**

- Business model of the Company;
- Risks and challenges for the Company;
- Changes in business environment;
- Roles, rights, responsibilities of Independent Directors.

#### **Details of Familiarization Programme imparted to Independent Directors**

<b>Criteria</b>	<b>Particulars</b>
Number of Programmes attended by Independent Directors during FY2020	4 [May 30, 2019, August 08, 2019, November 14, 2019 and January 24, 2020]
Number of Programmes attended by Independent Directors – cumulatively	15
Number of hours spent by Independent Directors during FY2020	4 Hours
Number of hours spent by Independent Directors – cumulatively for FY2016 to FY 2020	22 Hours



## **ORIENTAL VENEER PRODUCTS LIMITED**

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Also, in terms of Schedule IV of the Companies Act, 2013 the Independent Directors are required to undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

#### **Familiarization Programme for Financial Year 2019**

During Financial Year 2019, the Independent Directors of the Company were given an update on businesses of the Company at following Board / Committee Meetings:

#### **Core Areas under Familiarization Programme for Financial Year 2019**

- Business model of the Company;
- Risks and challenges for the Company;
- Changes in business environment;
- Compliance updates

#### **Details of Familiarization Programme imparted to Independent Directors**

<b>Criteria</b>	<b>Particulars</b>
Number of Programmes attended by Independent Directors during FY2019	4 [May 24, 2018, August 10, 2018, November 14, 2018 and January 30, 2019]
Number of Programmes attended by Independent Directors – cumulatively	11
Number of hours spent by Independent Directors during FY20	4 Hours
Number of hours spent by Independent Directors – cumulatively for FY 2016 to FY 2019	18 Hours



# Oriental Veneer Products Ltd.

CIN of the Company: L02005MH1991PLC060686

Corporate Office: 16, Mascarenhas Road, Mazgaon, Mumbai – 400 010.

Tel : +91 22 6138 9400 . Fax: 6138 9401 . Email: compliance.ovpl@gmail.com . Website: www.ovpl.co.in

## Familiarization Programme Imparted to Independent Directors

In terms of Regulation 46(2)(i) of the SEBI (Listing obligations and Disclosure Requirements) Regulations, 2015 the Company is required to disseminate the following information on its website:-

1. Number of programmes attended by Independent Directors (during the year and on a cumulative basis till date),
2. Number of hours spent by Independent Directors in such programmes (during the year and on a cumulative basis till date), and
3. Other relevant details.

Oriental Veneer Products Limited (the Company) has an on-going familiarization programme through Board Presentation, post Board Meeting discussions, etc, for all its Directors including Independent Directors and the details for the same are as under:

NAME OF INDEPENDENT DIRECTOR	NUMBER OF BOARD MEETINGS ATTENDED		NUMBER OF HOURS SPENT	
	DURING 2017-2018	CUMULATIVE TILL DATE (From 2016-17)	DURING 2017-2018	CUMULATIVE TILL DATE (From 2016-17)
Mr. Mustufa Saifuddin Pardawala	6	7	9	14
Mr. Suresh Govind Mane	6	7	9	14
Mrs. Deepa Dinesh Raut	6	7	9	14



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3. Other relevant details.

Oriental Veneer Products Limited (the Company) has an on-going familiarization programme through Board Presentation, post Board Meeting discussions, etc, for all its Directors including Independent Directors and the details for the same are as under:

NAME OF INDEPENDENT DIRECTOR	NUMBER OF BOARD MEETINGS ATTENDED		NUMBER OF HOURS SPENT	
	DURING 2016-2017	CUMULATIVE TILL DATE (From 2015-16)	DURING 2016- 2017	CUMULATIVE TILL DATE (From 2015-16)
Mr. Mustufa Saifuddin Pardawala	7	18	14	27
Mr. Suresh Govind Mane	7	13	14	19
Mrs. Deepa Dinesh Raut	7	16	14	24



## **FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS**

This Familiarization Program ("the Program") for Independent Directors of Oriental Veneer Products Limited ("the Company") has been adopted by the Board of Directors pursuant to Clause 49 of the Listing Agreement.

### **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.

### **Familiarization Process**

- The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- 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;
- The programs / presentations shall also familiarize the Independent Directors with their roles, rights and responsibilities;
- 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; and
- The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

### **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.

### **Review of the Program**

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