

# SUNIL AGRO FOODS LIMITED

## FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

Regulation 25 (7) of the Securities and Exchange Board of India (Listing Obligation and Disclosure Requirements), 2015 stipulates that the Listed Entity shall familiarize the Independent Directors with the Company, the functions of the Company and specify 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.

### BRIEF INFORMATION ABOUT SUNIL AGRO FOODS LIMITED (SAFL OR THE COMPANY):

1. About the Company: SAFL is primarily in to milling, machining, processing of wheat and allied products and caters to the needs of large manufacturers of various food products that use its products.
2. Legal status: SAFL is a Public Limited Company incorporated under the Companies Act, 1956; initially as a Private Limited Company on 20<sup>th</sup> January, 1988 and was later converted in to Public Limited Company.
3. SAFL has valid Factory license, license from the Pollution Control Board, license from FSSAI.
4. Registered Office: Sunil Agro Foods Limited, No 39/A2, Hosakote Industrial Area, Chokkahalli, Hosakote - 562 214, Bangalore Dist.

### **Overview of the Familiarization process**

- i. All the Independent Directors are made aware of their roles and responsibilities at the time of appointment through a formal letter of appointment, which also stipulates various terms and conditions of their engagement.
- ii. Independent Directors are provided with necessary documents/brochures, reports and internal policies to enable them to familiarize with the Company's procedures and practices.
- iii. Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, global 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.
- iv. Quarterly updates on relevant statutory changes and landmark judicial pronouncements encompassing important laws are regularly circulated to the Directors.
- v. Each Director of the Company has complete access to any information relating to the Company. Independent Directors have the freedom to interact with the Company's Familiarization Programmes for Independent Directors and management. They are given 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.
- vi. Independent Directors shall meet without the presence of the Company's Management Personnel to discuss matters pertaining to the Company's affairs and put forth their combined views to the Chairman and Managing Director.
  - vii. Site visits to various plant locations are organized for the Directors to enable them to understand the operations of the Company.

### Disclosure of the policy

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

No. of Independent Directors	No. of Programmes attended	No. of Hours attended	Total
	FY 2018 - 2019	FY 2018 - 2019	
2	1	1	2

No. of Independent Directors	No. of Programmes attended	No. of Hours attended	Total
	FY 2019-2020	FY 2019 - 2020	
2	2	2	4

No. of Independent Directors	No. of Programmes attended	No. of Hours attended	Total
	FY 2020-2021	FY 2020-2021	
2	1	1	2

No. of Independent Directors	No. of Programmes attended	No. of Hours attended	Total
	FY 2021-2022	FY 2021-2022	
2	1	1	2