



Familiarization Programme for Independent Directors

Three M Paper Boards Limited

1. Preamble

This Familiarization Programme ("the Programme") has been adopted pursuant to Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Schedule IV of the Companies Act, 2013. The Programme aims to familiarize Independent Directors with the nature of the industry, the business model of the Company, their roles, rights and responsibilities, and the regulatory framework in which the Company operates.

2. Objectives

- To provide Independent Directors an overview of the Paper and Packaging industry, especially the Duplex Board segment.
- To enable them to understand the Company's strategy, operations, financial performance, and risks.
- To apprise them of their duties, roles, and responsibilities as Directors of the Company.
- To keep them updated on changes in the regulatory and governance framework.

3. Induction for New Independent Directors

Upon appointment, every Independent Director is provided with:

- A copy of the **Letter of Appointment** containing the terms of appointment.
- Copies of **Memorandum & Articles of Association**, latest Annual Report, Code of Conduct, and key policies of the Company.
- Detailed presentations on the Company's business operations, financial performance, organization structure, and strategic plans.
- Plant visit to understand the manufacturing process, technology, energy efficiency measures, and environmental practices.

4. Ongoing Familiarization

The Company will conduct periodic programmes/ presentations to update Independent Directors on:

(Formerly known as "Three M Paper Boards Pvt. Ltd." & "Three M Paper Mfg. Co. Pvt. Ltd.")



- **Industry developments and market dynamics** affecting the Duplex Board sector (domestic & international).
- **Company performance, budgets, business outlook, and risks.**
- **Regulatory updates** including SEBI Regulations, Companies Act provisions, and other applicable laws.
- **Corporate governance practices and sustainability initiatives.**

5. Details of Familiarization Activities

- **Plant visits** for practical exposure.
- **Presentations by Senior Management** covering business, operations, and strategy.
- **Sessions with external experts**, if required, on emerging industry trends, ESG, corporate governance, and compliance requirements.
- Circulation of **updates/ newsletters** on regulatory changes.

6. Review and Disclosure

- The Board and Nomination & Remuneration Committee will periodically review the effectiveness of this Programme.
- The details of the Programme and the number of hours/days spent by Independent Directors in such familiarization exercises will be disclosed on the Company's website and in the Annual Report, as required by SEBI LODR.

7. Amendments

The Company may modify, suspend, or rescind this Programme at any time to keep it in line with applicable laws and business requirements.