



Gem Aromatics Limited

(Formerly Known as Gem Aromatics Pvt. Ltd.)

Manufacturers & Exporters of Essential Oils & Aromatics Chemicals

Registered Office: A/410-411, A-Wing, Kailash Ind. Complex, Powai Vikhroli link Rd,
Vikhroli West, Mumbai-400079. Maharashtra, India,

Tel No: +91-25185231/25185931 CIN: U24246MH1997PLC111057

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GEM AROMATICS Limited

(Erstwhile/formerly known as Gem Aromatics Private Limited)

FAMILIARIZATION PROGRAM FOR INDEPENDENT DIRECTORS

1. TITLE

- 1.1 This policy shall be called the 'Familiarization Program for Independent Directors'.

2. OBJECTIVE

- 2.1 The Companies Act, 2013, read with the rules thereunder, as amended (the "Companies Act") places increased responsibilities on independent directors of the Company. In compliance with Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended ("SEBI Listing Regulations") and order to enable the independent directors to fulfil their responsibilities efficiently and effectively, a familiarisation program ("Program") has been put in place by the Gem Aromatics Limited (the "Company") to assist them understand details about the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc.

3. FAMILIARIZATION PROCESS

- 3.1 The Company conducts orientation programs / presentations / training sessions, periodically at regular intervals, to familiarize the independent directors with the strategy, operations, functions of the Company, the nature of the industry in which the Company operates and business model of the Company.
- 3.2 Such orientation programs / presentations / training sessions 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, group structure, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities, risk management strategy, governance policies, designated channels for flow of information and such other areas as deemed necessary.
- 3.3 The programs / presentations also familiarize the independent directors with their roles, rights and responsibilities.



Corporate Office: A/503, Kailash Ind. Complex, Powai Vikhroli link Rd, Vikhroli (W), Mumbai, Maharashtra, India, Pin # 400079.

Facility 1: Plot No 2, Survey No.16/4/2, Near Alok Industries, Village Rakholi, Silvassa, Dadra & Nagar Haveli, Pin # 396230.

Facility 2: Khasara No 8,9,10,126, Village Gathona, Ujhani Budaun Road, District: Budaun, UP, India, Pin # 243639.

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3.4 The Company may include such other details and information, as required, during the introductory familiarization program / presentation, when a new independent director comes on the Board of the Company.

4. REVIEW OF THE PROGRAM

5. The Company may periodically review this Program and make suitable revisions, as may be deemed necessary, from time to time.

6. PROGRAMME AND DISCLOSURE:

6.1 The Programme will be conducted "as needed" basis during the year.

6.2 As and when the Programme is conducted the same will be disclosed on the website of the Company and a web link thereto shall also be given in the annual report of the Company.



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