

SHELTER INFRA PROJECTS LIMITED

CIN: L45203WB1972PLC028349

Reg off: Eternity Building DN-1,
Salt Lake, Kolkata -700091

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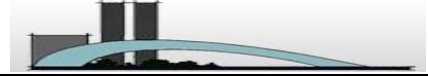
ETERNITY BUILDING DN-1, SECTOR - V,
SALT LAKE, KOLKATA -700091

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

In terms of provisions of Schedule IV to the Companies Act, 2013 and Regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Company should schedule a program to familiarize the newly appointed independent directors with the Company.

The Company as required conducts programmes/presentations to familiarize Independent Directors with the strategy, operations and functions of the Company and also with their roles, rights and responsibilities.

- Discussions held at the Quarterly Board Meetings and Committee Meetings provide an insight to the Independent Directors on the business and performance updates of the Company, business environment and strategy, areas of concern which need to be controlled and updates in the regulatory environment, if any.
- In case of appointment of new Independent Director, he/she is provided with the Annual Reports and other necessary documents, reports and internal policies of the Company to familiarize with Company procedures and



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business practices. The Company shall familiarize the independent directors about the Company, including the following:

- (a) nature of the industry in which the listed entity operates;
 - (b) business model of the listed entity;
 - (c) roles, rights, responsibilities of independent directors; and any other relevant information.
- > The Appointment Letter issued to New Independent Director sets out his/her roles, rights and responsibilities, along with the details of remuneration and performance review process.
- > Each Independent Director of the Company has complete access to information relating to the Company like policies and Financial statements etc. Independent Directors have the freedom to interact with the Company's management or with the other Independent Directors. 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. Further, Independent Directors can meet for a separate meeting of Independent Directors 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. The Schedule IV of The Companies Act, 2013 (Code for Independent Directors) familiarizes the Independent Directors to their roles and functions.