

SUNRISE INDUSTRIAL TRADERS LIMITED

FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS

Preamble

In accordance with the requirements of Regulation 25 (7) of Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Schedule IV of the Companies Act, 2013, the Company shall familiarize the independent directors with the Company, their roles, rights, and responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company, etc., through various programmes.

Objectives

- To adopt a structured programme for orientation and training of Independent Directors at the time of their joining so as to enable them to understand the Company – its operations, business, industry and environment in which it functions.
- To update the Directors on a continuing basis on any significant changes therein so as to be in a position to take well-informed and timely decisions.

Overview of the Familiarisation process

The Board of Directors of Sunrise Industrial Traders Limited (“the Company”) are updated as and when required, of their role, responsibilities and liabilities under applicable provisions of the Companies Act, 2013 and Listing agreement entered into by the Company with BSE Ltd.

When a new Independent Director comes on the Board of the Company, a meeting is arranged with the Whole-time Director, Managing Director, Chief Financial Officer and members of the Senior Management to discuss the functioning of the Board and the Company’s business activities. The Independent Directors are also familiarized with their roles, rights and responsibilities. The appointment letter issued to Independent Directors inter alia includes the responsibilities, duties, liabilities, terms and conditions of their appointment and performance evaluation process, insurance cover, Code of Conduct and obligations on disclosures, is issued for the acceptance of the Independent Directors. The terms of the said letter are also uploaded on the Company’s website.

Independent Directors are provided with necessary documents/brochures, reports and internal policies to enable them to familiarize with the Company’s procedures and practices.

Such programmes / presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and helps them to understand the Company’s strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology and risk management processes and such other areas as may arise from time to time.

Periodic presentations are made at the Meeting of the Board and the Committee of the Board, by the Senior Management in relation to the performance of the Company, quarterly and annual results, global business environment, business strategies and risks involved, various policies, review of internal audit, risk management framework, operations, business model and amendment of applicable laws to the Company. All the relevant developments relating the Company are informed to the Board including to the Independent Directors, as and when deemed necessary.

Each Director of the Company has complete access to any information relating to the Company. Independent Directors have freedom to interact with the Company's management. The Company extends all support and assistance required in order to facilitate the Independent Directors to meet/ interact with the Business Heads/ members of the Senior Management team as and when desired by them.

All efforts are made to ensure that the Directors are fully aware of the current state of affairs of the Company and the industry in which it operates.

Pursuant to Companies Act, 2013, the draft of corporate policies are circulated and placed at the meetings of the Board of Directors for discussion and deliberations by the members of the Board and Committees thereof, as applicable, before being finalized.

The following policies have been approved by the Board of Directors after due discussions:

- (a) Code of Conduct for Directors and Senior Management
 - (b) Insider Trading Code
 - (c) Policy on Related Party Transactions
 - (d) Vigil Mechanism/ Whistle Blower Policy
 - (e) Policy on Nomination, Remuneration & Performance Evaluation.
 - (f) Policy on Prevention of Sexual Harassment at Work place
- Terms and conditions of Appointment of Independent Director.

Disclosure

This familiarization programme shall be uploaded on the Company's website for public information.