



Twamev Construction and Infrastructure Limited

(Formerly known as Tantia Constructions Limited)

Registered Office

DD-30, 7th Floor, Sector-1
Salt Lake City, Kolkata - 700064
☎ +91 33 49505600
✉ info@twamevcons.com

POLICY FOR FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

This policy for familiarization program (“**Program**”) for independent directors of Twamev Construction and Infrastructure Limited (“**Company**”) has been adopted by the board of directors (“**Board**”) pursuant to regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**Listing Regulations**”).

I. PURPOSE AND OBJECTIVE OF THE PROGRAMMES

To equip the independent directors with a comprehensive understanding of the Company, including the industry landscape in which it operates, its business model, and roles, rights, and responsibilities of the independent directors and any other relevant information, thereby enabling their informed and active participation in the Company’s governance and strategic decision-making.

II. FAMILIARIZATION AND CONTINUING EDUCATION PROCESS

- ❖ The Company through its managing director / executive director / key managerial personnel conducts programmes / presentations periodically to familiarize the independent directors with the strategy, operations and functions of the Company as well as their roles, rights, and responsibilities, to enable them to contribute effectively to the Company’s governance.
- ❖ Such programmes / presentations aim to provide an opportunity to the independent directors to interact with the senior management of the Company and help them understand the Company’s strategy, business model, operations, service and product offerings, markets, organizational structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.
- ❖ The programmes/ presentations also familiarize the independent directors with their roles, rights and responsibilities.
- ❖ When a new independent director joins the Board of the Company, a meeting is arranged with the chairperson, managing director, and chief financial officer to discuss the functioning of the Board and the nature of the Company’s business activities.
- ❖ The Company may circulate news and articles related to the industry on a regular basis and may provide specific regulatory updates from time to time.
- ❖ A detailed appointment letter is issued to the independent directors for their acceptance, outlining their role, duties and responsibilities, remuneration, performance evaluation process, insurance coverage, provisions of the code governing their conduct and disclosure obligations.

Corporate Office

Martin Burn Business Park, 17th Floor
Office No: 1704, Plot 3, Block BP
Sector V, Saltlake City, Kolkata – 700091
☎ +91 33 49505600
✉ info@twamevcons.com

Delhi Office

5th Floor, Unit No. 517 & 518
Le-Meridian Commercial Complex
Raisina Road, New Delhi - 110001
☎ +91 11 40581302
✉ delhi@twamevcons.com

III. OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

- ❖ At various Board meetings held during the year, presentations are made to the Board on safety, health and environmental matters; sustainability issues; risk management; company policies; changes in the regulatory environment applicable to the corporate sector and the industry in which the Company operates; business excellence and areas of improvement; and other relevant matters.
- ❖ Quarterly presentations on operations made to the Board include updates on business performance, operational highlights, market share, key financial parameters, working capital management, fund flows, changes in senior management, major litigation, regulatory compliances, subsidiary information, donations, and the overall regulatory landscape.
- ❖ Quarterly results / press release of the Company are sent to the directors.

IV. DISCLOSURE OF THE POLICY

This Policy shall be uploaded on the Company's website for public information and a web link for the same shall also be provided in the annual report of the Company.

V. REVIEW OF THE PROGRAM

The Board will review this Program and make suitable revisions as may be deemed necessary from time to time.
