

# Sikka Ports & Terminals Limited

CIN: U45102GJ1997PLC031906

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## DETAILS OF FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS DURING FINANCIAL YEAR 2024-25

***[Pursuant to Regulations 25(7) read with Regulation 62N(8) and 62(1A) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015]***

The Independent Directors of the Company are well versed with the industry, business operations, policies/practices of the Company.

Independent Directors are provided with all the information sought by them for enabling a good understanding of the Company, its various operations and the industry segments of which it is a part.

Updates on relevant regulatory/statutory changes/amendments, Corporate Social Responsibility activities undertaken are presented to the Board and Board Committees. Independent Directors freely interact with the Company's senior management, on an ongoing basis, on various issues, like business updates, changing regulatory environment, financial health of the Company, etc.

Monthly / quarterly updates on relevant statutory, regulatory changes and landmark judicial pronouncements encompassing important laws are circulated to the Directors.

Periodic presentations are made at the Board and Committee Meetings on business and performance updates, business environment, business strategy and risks involved and mitigation measures.

Regular interactions are held between statutory and internal auditors and independent directors.

Need for familiarization is also identified through Directors' performance evaluation process. Familiarization is achieved through broad-based engagement, under which various business heads and functional heads are invited for group/one-on-one interaction with the Independent Directors.

Brief summary of the familiarization programmes undertaken for Independent Directors during FY 2024-25 is given below:

1. Presentation on Corporate Social Responsibility activities by Reliance Foundation Team and updates on Company Law were made to the Independent Directors.
2. Presentations made at the Board and Committee Meetings which, *inter-alia*, cover presentations on Business and Operational Updates, Financial Results, Annual Operating Plan and Budget, Related Party Transactions, Internal Audit, Risk Management including Operational Risks and its mitigation measures.

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3. Two days site visit was conducted to the Jamnagar Refinery Complex, apprising the Independent Directors about the manufacturing facilities and operations of the Company.
4. Number of programmes attended by the Independent Directors:
  - during FY 2024-25 : 3
  - on cumulative basis (from September 7, 2021 to March 31, 2025) : 13
5. Number of hours spent by the Independent Directors in such programmes:
  - during FY 2024-25 : > 19 man hours
  - on cumulative basis (from September 7, 2021 to March 31, 2025) : 51 man hours

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