



ANDHRA PAPER LIMITED

(Corporate Identity Number: L21010AP1964PLC001008)

Regd. Office: Rajamahendravaram – 533 105, East Godavari District, India.

Corp. Office: 31, Chowringhee Road, Park Street, Kolkata – 700 016, India.

An ISO 9001:2015, ISO 14001: 2015, ISO 45001: 2018 and FSC® Certified Company

(FSC® - C084811, FSC® - C119477 & FSC® - C112308)

Website: www.andhraper.com

Familiarization Programme for Independent Directors of Andhra Paper Limited (“Company”)

Background:

In accordance with the provisions of Regulation 25 of the SEBI (Listing obligations and Disclosure Requirements) Regulations, 2015, the Company is required to familiarize the Independent Directors, with the Company, their roles, rights & responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc., through various programmes.

Details of Familiarization Programme:

- 1) Formal letters of appointment have been issued to the Independent Directors which, *inter alia*, incorporates their roles, duties and responsibilities. In addition, the Company has provided copies of Code of Business Conduct and Ethics of the Company for Members of the Board of Directors and Sr. Executives, Code of Internal Procedures and Conduct for Regulating, Monitoring and Reporting of Trading by Designated Persons and other regulatory updates/policy framework from time to time.
- 2) Presentations are being regularly made to the Board and Committees of the Board. Presentations cover the Company’s strategy, operations, products, markets, organization structure, finance, risk management framework, financial results and business performance, Changes in Regulatory framework and such other areas, as may arise, from time to time. The Independent Directors have freedom to interact with the Company’s Management Team. The Company provides orientation to the Independent Directors at the time of their appointment in order to enable them to understand business of the Company.

3) Details of attendance of Independent Directors in Familiarisation Programme are as follows:

Sl. No.	Name of the Independent Director	No. of programmes attended		No. of hours spent in the programmes attended	
		FY 2022-23	Cumulative till Date	FY 2022-23	Cumulative till Date*
1	Mr. Sudarshan V. Somani [§]	4	13	2 hours	6 ½ hours
2	Mr. Arun Kumar Sureka [§]	4	13	2	6 ½ hours
3	Mr. Sitaram Sharma [#]	4	4	2 hours	2 hours
4	Mr. Virendra Sinha [#]	4	4	2 hours	2 hours
5	Mrs. Papia Sengupta [!]	2	2	1 hour	1 hour
6	Ms. Veni Mocherla [@]	3	12	1 ½ hour	6 hours

* Number of programmes and total hours spent are calculated from the date of their appointment

[§] Appointed w.e.f. October 30, 2019

[#] Appointed w.e.f. April 1, 2022

[!] Appointed w.e.f. September 1, 2022

[@] Ceased to be an Independent Director w.e.f. December 30, 2022

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.