



APIS INDIA LIMITED

FAMILIARIZATION PROGRAMME FOR INDEPENDENT DIRECTORS

The Company has taken up this initiative pursuant to Regulation 25 and Regulation 46 of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("SEBI Listing Regulations").

PURPOSE & OBJECTIVES:

The Company has formulated Familiarization Programme for Independent Directors with an aim to make the Independent Directors aware about their roles, responsibilities and liabilities as per Companies Act, 2013 and other applicable laws, rules and regulations, as amended from time to time and to get better understanding about the Company, nature of industry it operates and environment in which it functions, business model, long term/short term/strategic plans, important changes in regulatory framework etc.

The Directors are also informed about the important policies of the Company including the Code of Conduct for the Board Members and Senior Management Personnel and the Code of Conduct to regulate, monitor and report trading by Insiders etc. The Company shall through its Executive Directors/ Senior Management Personnel conduct programs/ presentations periodically to familiarize Independent Directors about business strategies, management structure, HR Policy, risk management framework, operations of subsidiaries, and policies applicable as per SEBI Listing Regulations, RBI Regulations, Master Directions, etc. In case, the Independent Directors are interested in meeting any specific department or function or to get any further detail, the same is also arranged.

INDUCTION PROCESS:

On selection and appointment of the candidate as an "Independent Director", an induction manual containing, inter-alia, the following documents are sent along with a welcome note.

- Corporate Presentation
- Annual Reports
- Code for Independent Directors (Schedule IV of the Companies Act, 2013, as amended from time to time)
- Board Evaluation Policy
- URL of website of the Company for reference purpose

OTHER INITIATIVES:

- A Director is briefed about his/her duties, roles and responsibilities as an Independent Director.
- The Company keeps on familiarizing the Directors on quarterly basis at the Board and Committee Meetings by making presentations on operations of the Company, market share, financial parameters, working capital management, changes in senior management, major litigations, compliances, management structure, HR Policy, risk management framework, operations of subsidiaries etc.



- Various functional heads, business executives and others special invitees like auditors etc. are invited to the Board & Committee Meetings for one to one discussion with the Members and address the specific queries/ issues for better understanding of the business and operations of the Company.
- The Board of Directors is given complete access to the information within the Company.
- A copy of all the applicable codes and policies as formulated and adopted by the Company are handed over to the newly appointed Director.
- The Board Members are updated about all the statutory and regulatory amendments from time to time.

In terms of regulation 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, the Board was the familiarization was imparted on latest amendments in the following subjects:

S. No.	Date of Board meeting	Subject(s)	Time Spent	Cumulative Time Spent
1.	April 01, 2017	SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015	30 Minutes	-
2.	April 30, 2018	New Policies adopted by the Companies	45 Minutes	75 Minutes
3.	March 30, 2019	Highlights of the Food Safety and Standards Act, 2006	30 Minutes	105 Minutes
4.	June 09, 2020	Key Points of Legal Metrology Act, 2009	30 Minutes	135 Minutes
5.	June 07, 2021	Objects of the Company, Various projects being undertaken by the Company, SEBI (Prohibition of Insider Trading) Regulations, 2015, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015, Food Safety and Standards Act, 2006 and about the various Policies under the Companies Act 2013, SEBI Regulations and other relevant legislations.	20 Minutes	155 Minutes
6.	June 16, 2022	Factory Visit, Insight of Various new Projects, Developments relating to R&D and Regulatory updates.	25 Minutes	180 Minutes
7.	May 30, 2023	Recent updates on the roles, responsibilities rights and duties under the Companies Act 2013, SEBI Regulations and other relevant legislations, site visit and briefed on the various policies of the Company	30 Minutes	210 Minutes
8.	April 30, 2024	Recent updates on the roles, responsibilities rights and duties under the Companies Act 2013, SEBI Regulations and other relevant legislations, site visit and briefed on the various policies of the Company	20 Minutes	230 Minutes
9.	May 12, 2025	Recent updates on the various policies of the Company under the Companies Act, 2013, SEBI (Listing Obligations and	20 Minutes	250 Minutes



		Disclosure Requirements) Regulations, 2015 and SEBI (Prohibition of Insider Trading) Regulations, 2015		
10.	March 10, 2026	Recent update on Food Safety and Standards Act, 2006 read with its Rules, Legal Metrology Act, 2009, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and SEBI (Prohibition of Insider Trading) Regulations, 2015	20 Minutes	270 Minutes

Review:

The Company may review the programme and make necessary revisions, as and when required.

Disclosure of the Policy:

The details of the familiarization programme shall be disclosed on the Company's website and a web link thereto shall be given in the Annual Report