CHAITANYA PROJECTS CONSULTANCY LIMITED

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

Date of Approval by The Board of Directors: July 31 2026.

Version: I

PREAMBLE

In accordance with Regulation 25(7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015, as amended from time to time, the Company shall familiarise its Independent Directors with the Company, its business operations, nature of industry, roles, rights and responsibilities of Independent Directors and such other matters as may be considered relevant for enabling them to discharge their duties and responsibilities effectively.

The Familiarisation Programme shall be conducted through appropriate induction programmes, presentations, discussions, meetings with the Managing Director, Chief Financial Officer, Key Managerial Personnel, Senior Management and other relevant personnel, and such other means as may be considered appropriate by the Company.

The Programme may be modified, supplemented or updated from time to time to align with changes in the Company's business, operations and governance requirements.

OBJECTIVES

- To provide Independent Directors with an understanding of the Company, its history, business model, strategy, operations, products and services, industry and competitive environment.
- To familiarise Independent Directors with their roles, rights, responsibilities, duties and liabilities under applicable laws, regulations and the Company's policies.
- To enable Independent Directors to understand the Company's financial position, business performance, risk profile, internal control framework, compliance framework and key business risks.
- To familiarise Independent Directors with the Company's corporate governance framework, ethical standards, policies and procedures.
- To provide continuing updates to Independent Directors on significant developments in the Company's business, industry trends, technology, sustainability and other matters relevant to discharge their duties.
- To enable Independent Directors to contribute effectively to Board and Committee deliberations and to take informed, independent and timely decisions.

ORIENTATION PROGRAMME UPON INDUCTION OF NEW DIRECTORS

Upon appointment of a new Independent Director, the Company shall undertake an induction and orientation programme.

- When a new Independent Director comes on the Board of the Company, a meeting shall be arranged with the Managing Director, Chief Financial Officer, Company Secretary, Key Managerial Personnel and relevant members of Senior Management to discuss the functioning of the Board and the Company's business activities. The Independent Director shall also be familiarised with his/her roles, rights, responsibilities, duties and liabilities.
- A detailed Appointment Letter incorporating, inter alia, the role and responsibilities, duties and liabilities, remuneration and performance evaluation process, Code of Conduct and obligations relating to disclosures shall be issued for acceptance by the Independent Director.
- The Company through its Managing Director, Key Managerial Personnel and Members of Senior Management, conducts programmes / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.
- 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.

- Independent Directors may also be provided with relevant corporate governance documents, Company policies, annual reports, organisational information and other material considered necessary to enable them to effectively discharge their duties.

- Where considered appropriate, visits to significant business locations, offices, manufacturing facilities or other operational sites may be arranged to provide Independent Directors with a practical understanding of the Company's operations.

OTHER INITIATIVES TO UPDATE THE DIRECTORS ON CONTINUING BASIS

- At least one Board Meeting in a year shall have a detailed Budget and/or Strategy session with the Senior Management team of the Company. Presentations shall, inter alia, cover the industry scenario, strategic priorities, business model, business performance, growth opportunities and key risks and challenges for the Company.

- The Board shall be updated on a timely basis about material regulatory and legal changes impacting the Company, its business and functioning and the roles, duties and responsibilities of the Board and its Committees.

- At various Board Meetings during the year, presentations are made to the Board on Ethics and Sustainability issues, Risk Management, Company policies, changes in the regulatory environment applicable to the corporate sector and to the Industry in which the Company operates and other relevant matters.

- One-to-one meetings may be held with Directors to apprise them of complex, specialised or material issues and to enable them to understand such matters in depth.

- The Board shall be periodically apprised of the Company's key risks, risk mitigation measures, internal financial controls, internal audit observations, compliance framework and emerging risks.

- The Board shall be periodically updated on cybersecurity, information technology risks, data protection and privacy, technology resilience, business continuity and disaster recovery arrangements, as relevant to the Company.

- The Board/appropriate Committee shall be periodically familiarised with the framework relating to related party transactions, conflicts of interest, insider trading and other applicable governance and disclosure requirements.

REVIEW AND AMENDMENT

The Familiarisation Programme shall be reviewed periodically to ensure that it remains relevant and aligned with the Company's business, regulatory requirements, industry developments and the needs of the Independent Directors.

The Company may amend, modify, supplement or replace this Programme from time to time in accordance with applicable laws, regulations and good corporate governance practices.

DISCLOSURE

This Familiarization Programme shall be made available on the Company's website.

CHAITANYA PROJECTS CONSULTANCY LTD.

DETAILS OF FAMILARISATION PROGRAM IMPARTED TO INDEPENDENT DIRECTORS

During FY 2025-26, the details of familiarization programmes for Independent Directors:

Sr No.	Name of Independent Directors	No. of Programmes attended by the Independent Directors		No. of hours spent by the Independent Directors	
		FY 2025-26	Cumulative basis till date	FY 2025-26	Cumulative basis till date
1	Ashok Dayal	1	1	3	3
2	Ashi Jain	1	1	3	3
3	Sanjeev Saraswat	1	1	3	3

****

CHAITANYA PROJECTS CONSULTANCY LTD.