

Sikka Ports & Terminals Limited

CIN: U45102GJ1997PLC031906

DETAILS OF FAMILIARIZATION PROGRAMMES FOR INDEPENDENT DIRECTORS DURING FINANCIAL YEAR 2025-26

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

Preamble

Regulation 25(7) read with Regulation 62N(8) and Regulation 62(1A)(i) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 ("Listing Regulations"), inter-alia, stipulates that the Company shall 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 and the details of such familiarisation programmes shall be disseminated on the website of the Company.

Overview of Familiarisation process

The Company believes that effective familiarisation program enables Independent Directors to gain meaningful insights into the Company. This deeper understanding of the Company's business equips them to actively and constructively participate in decision-making at Board and Committee meetings.

All Independent Directors are aware and further updated about their roles, rights, responsibilities in the Company. A Directors' kit containing information about the Company, Memorandum and Articles of Association, Annual Reports for previous 3 years, various Codes and Policies, latest financial results etc., is handed over to the new director. The appointment letter issued to Independent Directors, inter-alia, sets out the expectation of the Board from the appointed director, their fiduciary duties and the accompanying liabilities that come with the appointment as a director of the Company.

Continual Familiarisation Programme

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 matters, like business updates, changing regulatory environment, financial health of the Company, etc.

Corporate Office:- 1st Floor, Maker Chambers IV, 222 Nariman Point, Mumbai 400021;
Tel:- 0091 22 3555 7100, Fax:- 0091 22 3555 5560 Email:- company.secretary@sptl.co.in Website:- www.sptl.co.in

Registered Office: Admin Building, MTF Area, Village Sikka, Taluka & District Jamnagar – 361 140, Gujarat

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Monthly / quarterly updates on relevant statutory, regulatory changes and landmark judicial pronouncements encompassing important laws are circulated to the Directors. The Directors are also informed of key developments in the Company.

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.

Visits to the Company's sites are organized for the Directors to enable them to have a better understanding of the activities of the Company.

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 to enable them to get a better understanding of the business and operations.

The Independent Directors of the Company are associated with the Company for more than 3 years and are well versed with the industry, business operations, policies/practices of the Company and its subsidiaries.

Brief summary of the familiarization programmes undertaken for Independent Directors during FY 2025-26 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. Comprehensive Presentations made at the Board and Committee Meetings which, *inter-alia*, cover presentations on Business and Operational Updates, Financial Results, Compliance updates and regulatory changes which affect / concern the Company, Annual Operating Plan and Budget, Related Party Transactions, Internal Audit, Risk Management including Operational Risks and its mitigation measures.
3. The above Programmes also provided an opportunity to the Independent Directors to actively interact with the Company's Senior Executives, internal and statutory auditors to enable them to get a better understanding of the Company's business model, nature of its activities/operations, organisation structure and facilities.
4. Number of programmes attended by the Independent Directors:
 - during FY 2025-26 : 3
 - on cumulative basis (from September 7, 2021 to March 31, 2026) : 16
5. Number of hours spent by the Independent Directors in such programmes:
 - during FY 2025-26 : > 20 man hours
 - on cumulative basis (from September 7, 2021 to March 31, 2026) : 71 man hours

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