

Familiarization Program for
Independent Directors of
PDP Shipping & Projects Limited

Policy on Familiarization for Independent Directors
(Effective from May 11, 2024)

Preamble

PDP Shipping & Projects Limited (hereinafter referred to as 'the Company') shall familiarize the Independent Directors (hereinafter referred as "Directors") through a Familiarization Program (hereinafter referred as "Program") and provide an insight into the Company to enable the Directors to understand the business in depth and contribute significantly to the Company.

Purpose

The program is formulated with the objective of making the Independent Directors of the Company accustomed to their roles and responsibilities and is divided into various modules with such programme details as highlighted:

- a. Industry overview and Business model of the Company and an outline of Corporate Plan and Annual targets;
- b. Familiarisation on Statutory compliances as a Board Member including their Roles, Rights and Responsibilities;
- c. Nature of the Industry in which Company operates;
- d. Business Model of Company.

Familiarization Process:

- a. The Company shall through its Executive Directors / Senior Managerial Personnel conduct programs / presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company;
- b. Such programs / presentations will provide an opportunity to the Independent Directors to interact with the senior leadership team of the Company and help them to understand the Company's strategy, business model, operations, service and product offerings, markets, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time;
- c. The Company may conduct an introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company;

- d. The Company may conduct technical sessions by external consultants/ experts, outlining the roles, duties and responsibilities of Independent Directors, from a Companies Act and Equity Listing Agreement perspective.

Amendment:

The Board will review this Program and make revisions as may be required.

Arman T. Khan

A circular purple ink stamp. The outer ring contains the text "PDP SHIPPING & PROJECTS LTD." at the top and "NAVI MUMBAI" at the bottom, separated by a small star symbol. The center of the stamp contains the word "NAVI" in a larger font.