



MAXWELL INDUSTRIES LIMITED

FAMILIARISATION PROGRAM FOR INDEPENDENT DIRECTORS

[Pursuant to Regulation 25(7) of the SEBI
(LISTING OBLIGATIONS AND DISCLOSURE REQUIREMENTS)
REGULATIONS, 2015]

Regulation 25 (7) of the Securities and Exchange Board of India (Listing Obligations and Disclosure Requirements) Regulations, 2015 (“**Regulations**”) listed entity shall familiarize the Independent Directors about the Company, nature of the industry in which the company operates, business model of the company, their roles, rights, responsibility and any other relevant information through various programmes.

The Board of Directors (“Board”) of the Company has approved the Policy on Preservation of Documents at its meeting held on 12th February, 2016. The Board shall have the power to change and/or substitute any of the provisions of this policy with the new provisions or replace the entire policy with a new policy.

The Board of Directors has complete access to the information within the Company and also interacts with the senior management. The Company issues appointment letter to the independent Directors which also incorporates their role, duties and responsibilities.
