



Quality

ENVIRO ENGINEERS LTD.

(Formerly known as Quality Enviro Engineers (P) Limited)

An ISO 9001 : 2015 Certified Company

Mfr. Importer & Supplier of: Waste Handling & Air Pollution Equipments



Regd. office : S-2, Dada Market, Sahibabad
Railway Station Road-II, Sahibabad,
Ghaziabad, Uttar Pradesh, India, 201005



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www.qualityenviroengineers.com
www.qualityenviroengineers.in

CIN NO. U29190UP2016PLC082974

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

QUALITY ENVIRO ENGINEERS LIMITED

(Formerly Known as Quality Enviro Engineers Private Limited)

1. BACKGROUND

In terms of Schedule IV of the Companies Act, 2013, read with rules thereunder, as amended (the "Companies Act"), the Company shall familiarize the independent directors with the Company, their roles, rights and responsibilities in the Company, nature of the industry in which the Company operates, the business model of the Company, etc. through various programmes. In order to enable the independent directors to fulfill their responsibilities efficiently and effectively, a familiarization program ("Familiarization Program" or "Program") has been put in place by Quality Enviro Engineers Limited (the "Company") to assist them understand details about the Company, their roles, rights, responsibilities in the Company, nature of the industry in which the Company operates, business model of the Company etc. vide its Board Meeting held on September 26, 2026 which will be the effective date of this policy, as amended from time to time.

This Policy is applicable to all Independent Directors of the Company, as defined under the Companies Act, 2013 and the SEBI Listing Regulations.

2. OBJECTIVES

To adopt a structured programme for orientation and training of Independent Directors at the time of their joining so as to enable them to understand the Company - its operations, business, industry and environment in which it functions.

To update the Directors on a continuing basis on any significant changes therein so as to be in a position to take well-informed and timely decisions.

3. ORIENTATION PROGRAMME UPON INDUCTION OF NEW DIRECTORS

- A familiarisation pack is handed over to the new inductee, which include Appointment Letter incorporating the role, duties and responsibilities, remuneration and performance evaluation process, Company's Corporate Profile, its Mission, Vision and Values Statement, Organisational structure, the Company's history and milestones, Memorandum and Articles of Association, latest Annual Report, Code of Conduct applicable to Directors / employees of the Company, Code of Conduct for Prohibition of Insider Trading, Policies adopted by the Company, List of Contact details of the Directors, Senior Managerial Personnel and their personal / executive assistants, etc.

- The Company through its Executive Director / Key Managerial Personnel will conduct





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Programmes /presentations periodically to familiarize the Independent Directors with the strategy, operations and functions of the Company.

- iii. The programmes/presentations also familiarise the Independent Directors with their roles, rights and responsibilities.

4. OTHER INITIATIVES TO UPDATE THE DIRECTORS ON A CONTINUING BASIS

- i. The Directors will get an opportunity to visit Company's project sites, plants and offices, where the respective heads apprise them of the operational aspects to enable them to have full understanding on the activities of the Company and initiatives taken on safety, quality, CSR etc.
- ii. At various Board meetings during the year, presentations to be made to the Board on safety, health and environment issue(s), risk management, CSR activities, Company policies, changes in the regulatory environment applicable to the corporate sector and to the industry in which the Company operates, business excellence with areas of improvement and other relevant issue.
- iii. Periodic presentations on operations to be made to the Board include information on business performance, operations, market share, financial parameters, working capital management, fund flows, senior management change, major litigation, compliances, subsidiary information, donations, regulatory scenario etc.
- iv. Half-yearly / annual financial results and press releases of the Company are provided to the Directors.

5. DISSEMINATION OF INFORMATION

The Company shall disseminate the details of familiarization programmes, imparted to independent directors including the following details, on its website:

- number of programmes attended by independent directors (during the year and on a cumulative basis till date);
- number of hours spent by independent directors in such programmes (during the year and on cumulative basis till date); and
- other relevant details

6. AMENDMENTS TO THE POLICY

The Company is committed to periodic review and continuous improvement of its policies. Accordingly, this





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Familiarization Program may be modified, amended or replaced to reflect regulatory changes or best practices. All amendments or modifications shall be approved by the Board of Directors through a resolution and details of such amendments shall be updated on the website of the Company.

7. DISCLOSURE

The details of such familiarization program shall be disclosed on the Company's website at www.qualityenviroengineers.com.



Ashwanti Srivastava
Ashwanti Srivastava

(Chairman & Managing Director)

DIN: 07384826

Add: 975, Sector-3, Vasundhra
Ghaziabad, Uttar Pradesh, 201012

Date: September 26, 2026

Place: Ghaziabad

