



Familiarization Programmes for Independent Directors

Regulation 25(7) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 (Listing Regulations) mandates that every listed company shall familiarize the Independent Directors through various Programmes including following:

- a. nature of the industry in which the listed company operates.
- b. business model of listed company.
- c. roles, rights, responsibilities of Independent Directors; and
- d. any other relevant information.

Further, as per Regulation 46(2)(i) of the Listing Regulations, the listed company shall disseminate the details of familiarization Programmes imparted to Independent Directors including the following details:

- 1) Number of Programmes attended by Independent Directors (during the year and on cumulative basis till date)
- 2) Number of hours spent by Independent Directors in such Programmes (during the year and on cumulative basis till date)
- 3) Other relevant details.

Company believes that a Board which is well informed/familiarized with the Company and its affairs can contribute significantly to effectively discharge its role of trusteeship in a manner that fulfils stakeholders' aspirations and societal expectations. In pursuit of this, the Directors of the Company are updated on changes / developments in the domestic / global corporate and industry scenario including those pertaining to statutes / legislation & economic environment and on matters affecting the Company, to enable them to take well informed and timely decisions.

On appointment, Directors are provided with induction kits which, inter alia,

include the Company's Memorandum and Articles of Association, Corporate Governance Policy, Companies Code of Conduct for Prevention of Insider Trading, Terms of reference of Board Committees and Annual Report & Accounts .The Independent Directors are apprised through appointment letters, on their roles, duties & responsibilities, remuneration, also the evaluation process for Board, Board Committees & individual Director's performance.

Visits to Company facilities are also separately organized for the Directors for knowledge of the business purpose. The industry scenario, competitive environment, regulatory framework and such other topics of interest are periodically shared with the Directors at the Board Meetings. The integrated rolling plan of the Company, risk assessment & minimization procedures, CSR & sustainability initiatives, changes in organizational structure, succession plans and management development processes are also presented to the Board and Board Committees, as appropriate.

Familiarization Programmes organized by the Company During the year 2020 and Cumulative Up to 29th February 2020.

Particulars	During the year 2020	Cumulative up to 31 st January, 2020
Number of familiarization Programmes organized by the Company, including visits to Company facilities	4	20
Time spent by the Independent Directors in such Programmes in aggregate	12 Man hours	80