

FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS

In terms of Regulations 25(7) of the SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 {SEBI (LODR) Regulations, 2015}, the Company continues to familiarize the Independent Directors by explaining 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

Such programmes/presentations provide an opportunity to the Independent Directors to interact with the Senior Management of the Company and help them to understand the Company's strategy, business model, organization structure, finance, human resources, technology, quality, facilities and risk management and such other areas as may arise from time to time.

The present Independent Directors of the Company have been on the Board of the Company for a considerable period of time and hence are familiar with the industry and also with the nature and operations of the Company. The Company also facilitate the continual education to its directors regarding the working/new initiatives of the Company. Some of the Independent Directors have also been on the Boards of other companies as Independent Directors and accordingly have exposure also to their roles, rights and responsibilities as Independent Directors.

Familiarisation is an ongoing process and the existing Independent Directors are briefed on the developments in Industry and the Company in detail at all Board Meetings. The Independent Directors are also briefed on the regulatory and legal developments impacting the Company and also their role as Independent Directors as and when the need arises.

In the event of an induction of an Independent Director on the Board of Directors in future, the Managing Director of the Company will brief the new director on the industry, the operations, organisation structure, business model of the company and also about his role, rights and responsibilities as an Independent Director as per the requirement of applicable provisions of Companies Act, 2013 and Securities Exchange Board of India (Listing Obligation and Disclosure Requirement), Regulations, 2015.

Details of attendance of Independent Directors in Familiarization Sessions are as follows:

Sr. No.	Names of Independent Directors	Financial Year	No. of Sessions attended		No. of hours spent in the Sessions attended (Hours: Minutes)	
			During the year	On Cumulative basis	During the year	On Cumulative basis
1	Mr. Deepak Dasgupta	2015-16	7	7	26:15	26:15
		2016-17	5	12	12:30	38:45
		2017-18	5	17	45:00	83:45
		2018-19	15	32	34:10	117:55

2	Mr. R. C. Sinha	2015-16	7	7	26:15	26:15
		2016-17	4	11	10:00	36:15
		2017-18	5	16	45:00	81:15
		2018-19	19	35	37:25	118:40
3	Mr. H. P. Jamdar	2015-16	4	4	8:00	8:00
		2016-17	4	8	10:00	18:00
		2017-18	4	12	33:00	51:00
		2018-19	15	27	31:40	82:40
4	Ms. Neeru Singh	2015-16	6	6	19:30	19:30
		2016-17	3	9	02:15	21:45
		2017-18	4	13	33:00	54:45
		2018-19	8	21	17:40	72:25