Familiarization Programme for Independent Directors

This programme aims to familiarize the Independent Directors with the Company, their roles, rights, responsibilities in the Company, nature of industry, business model of the Company etc.

The Board of Directors have complete access to the information within the Company. Various presentations are made to the Board of Directors/ Audit Committee/ Nomination & Remuneration Committee/ Stakeholders Relationship Committee and Risk Management Committee on related matters, where the Directors, including Independent Directors, get opportunity to understand and know the Company's position on area specific matters.

Further, during the meetings the Directors get to interact with Senior Management as well through meeting organized with the functional heads and other leaders.

The presentations made to Board/ Committees cover the Company's strategy, business model, operations, organization structure, quarterly and annual results, human resources hirings, technology, quality and such other areas as may arise from time to time. With such presentation(s), the new directors, including the Independent Directors, and existing Directors are updated with the Company and its environment.

The Company also aims to conduct introductory familiarization program / presentation, when a new Independent Director comes on the Board of the Company.

The Board is also kept abreast with regular updates on relevant Statutory and Regulatory changes via written/ oral communications.

Details of Familiarization Programmes Imparted to Independent Directors

Financial Year 2023-24

Particulars of Programme	No. of Progarmme hours	Name of Independent Director		
		Mr. C. M. Vasudev	Ms. Anuradha A Bajpai	Mr. Ajay B Candade
		No. of hours spent		
Introduction Meeting at induction	2 hours	2	2	2
Roles & Responsibilities of IDs	1 hour	1	1	1
Update on Business Strategy	2 hours	2	2	2
Update on Company Policies	0.5 hr	0.5	0.5	0.5
Update of Amendments in Secretarial Standards	1 hours	1	1	1