

DETAILS OF FAMILIARISATION PROGRAMME FOR INDEPENDENT DIRECTORS DURING FINANCIAL YEAR 2020-21

[Pursuant to Regulations 25(7) and 46 (2) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015]

The Company strongly believes that effective familiarisation programme helps the Independent Directors, not only to have greater insight into Company's business but also contributes effectively in decision making at Board / Committee meetings.

Considering that, it is important that the Independent Directors are well versed with the business and related activities, including but not limited to the nature of industry, products, markets, operations, subsidiaries and its businesses, policies, regulatory aspects affecting the Company, etc. This is achieved through a structured familiarisation plan. Certain programme activities are merged with the Board/Committee meetings for the convenience of the Directors. Also, individual programs are conducted separately for them as required.

Majority of the Independent Directors of the Company are associated with the Company for more than 5 years and are well versed with the industry, business operations, policies/practices of the Company. The Company has a familiarisation programme for the new directors which involves site visit, apprising about Company's, internal policies and practices, industry dynamics, global business scenario, regulatory framework for the industry, etc. The familiarisation programme for Independent Directors is prepared after assessment of requirement, in consultation with each Independent Director.

Need for familiarisation is also identified through Directors' performance evaluation process. Familiarisation is achieved through broad-based engagement, under which various business heads and functional heads are invited for one-on-one interaction with the Independent Directors.

Regular interactions are held between statutory and internal auditors and independent directors. Monthly / quarterly updates on relevant statutory, regulatory changes and landmark judicial pronouncements encompassing important laws are circulated to the Directors. The Directors are also informed of important developments in the Company. Videos and flyers on major initiatives taken in the fight against COVID-19 were shared with the Directors.

Special presentations are made at the Board/Board Committee meeting on business. Meetings with functional heads and business heads of Company.

During the year under review there was no induction of new independent director on the Board of the Company.

The familiarization program has been approved by Board of Directors of the Company at its meeting held on February 10, 2021 for the financial year ended 2020-21.