Details of Familiarisation Programme for Independent Directors

In accordance with Familiarization Programmes for Independent Directors of the Company, at the time of appointing an Independent Director, a formal letter of appointment is given to him, inter alia explaining the role, function, duties and responsibilities expected of him as a Director of the Company. The Independent Director is also explained in detail his role, rights, responsibilities under the Companies Act, 2013 and Listing Regulations.

The Independent Directors have complete access to the information within the Company. Presentations are regularly made to the Independent Directors on various matter inter-alia covering the Company's strategy, operations, markets, product offerings, finance, risk management framework, human resources, technology, quality control and such other areas which may require orientation from time to time, where Directors get an opportunity to interact with the Company's Management and executives.

Details of Familiarisation Programmes attended/Hours Spent by Independent Directors are as follows :

Sr.No.	Name	No. of Programmes Attended		No. of Hours Spent	
		During FY 2021	Cumulative till 31.03.2021	During FY 2021	Cumulative till 31.03.2021
1.	Shri B.K Agrawal	2	10	3	15
2.	Shri D.K Sahni	2	7	3	11
3.	Shri S.N Singh	2	9	3	13
4.	Smt. Raji Nathani	2	9	3	14
5.	Shri Arvind Iyer	2	7	3	11
6.	Shri R.P Mohanka	2	5	3	7