

## Annual Familiarization Programme of Independent Directors

### **Preamble:**

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;
- d. and any other relevant information

Further, Schedule IV of the Companies Act, 2013 mandates that the Independent Directors shall undertake appropriate induction and regularly update and refresh their skills, knowledge and familiarity with the Company.

### **Familiarisation Process:**

On appointment, Independent Directors through letter of appointment are apprised on their roles, responsibilities & duties. They are also informed on various enactments applicable to the Company, including Code of Conducts, policies etc., their legal and regulatory responsibilities as a Director and the compliances required of them under the Statutes.

Familiarisation programmes for the Independent Directors generally forms part of the Board process. The Independent Directors are apprised at Board/ Committee Meetings through the Chairman and/or the Wholetime Director on the Company's operations. Presentations are regularly being made to the Board and its various Committees, where the Directors/Committee Members get an opportunity to interact with the Senior Management Team including the Statutory and the Internal Auditors of the Company. Such presentations inter alia covers the performance of various businesses of the Company, operating results, strategies, management outlook on businesses, economic/industry developments, risk management system, major litigation, compliances, and other related issues.

Presentations are made on annual business plans which provide the Independent Directors an opportunity to understand the strategic roadmap and also contribute to strategy development with their experience.

**Details of Familiarisation programmes imparted to Independent Directors during the financial year 2023-24 are as follows:**

Name of Independent Directors	No. of Programmes/Meetings attended		No. of hours spent in Programmes/Meetings	
	F.Y. 2023-24	Cumulative till 2023-24	F.Y. 2023-24	Cumulative till 2023-24
Mr. Kishor Shah	4	14	3.35 hours	10.42 hours
Mr. Mohit Bhuteria	4	14	3.35 hours	10.42 hours
Mrs. Rusha Mitra	2	11	1.50 hours	8.30 hours