

FAMILIARISATION OF INDEPENDENT DIRECTORS

A. Preamble:

Regulation 25 (7) of SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 stipulates that the company shall familiarise the independent directors through various programs about their roles, rights and responsibilities in the company, nature of the industry in which the company operates, business model of the company, etc.

B. Outline of the Familiarisation process

The Board including all Independent Directors have been explained about their roles, rights, responsibilities in the Company through detailed presentations on the changes in backdrop of Companies Act 2013, SEBI (Listing Obligations and Disclosure Requirements) Regulations, 2015 and Secretarial Standards. The Company has arranged such presentations through internal resources as well as outside experts/consultants.

The Board including all Independent Directors are being provided with relevant documents, reports and internal policies to enable them to familiarise with the Company's procedures and practices from time to time.

Periodic presentations are made at the Board and Board Committee Meetings, on business and performance updates of the Company, business strategy and risks involved.

Updates on relevant statutory changes concerning the Company are informed to the entire Board on regular intervals.

Independent Directors are facilitated to meet without the presence of the Company's management to discuss matters pertaining to the Company's affairs.

The Company organised visits to the plants for the Directors to facilitate them to understand the operations of the Company in detail.

The details of familiarisation programs imparted to independent directors are as under:

Date of Program	Name of Independent Directors who attended the program	No. of hours	Areas covered
24 th March, 2018	Mr. Sadanand Purushottam Kotnis Ms. Kavita Suresh Jamsutkar	02	Future Outlook of the Company Business Strategy
26 th March, 2019	Mr. Sadanand Purushottam Kotnis Ms. Kavita Suresh Jamsutkar	01	Domestic Business of the Company
14 th February, 2020	Mr. Sadanand Purushottam Kotnis Ms. Kavita Suresh Jamsutkar	1.5	Industry Outlook & Organisational Overview